

Bolton Free Library
Board of Trustees Meeting

Agenda

September 25, 2019

1. Roll Call of Trustees and Meeting Called to Order

Joy Barcome (2021)	Emma Calautti (2020)	Pat Cianci (2023)
Carla Cumming (2022)	Doreen Martin (2021)	Rebecca Cooper (2020)
Maryellen Moseman (2023)	Michelle Pollock (2024)	Julie Whitney (2024)

Officers: President – Carla Cumming, Vice-President – Michelle Pollock, Secretary – Joy Barcome. Treasurer – Maryellen Moseman and Julie Whitney

2. Review and Accept Minutes of August Meeting

3. Treasurer’s Financial Report for August

4. Director’s Progress and Service Report for August

5. Executive Committee Meeting

6. Committee Reports

- Financial
 - Meeting with Becky Herrick
 - Grant check into Capital Fund
 - Budget Request to Town of Bolton
 - Operating Fund
 - Capital Fund
- Policies and Procedures (chair – Joy Barcome)
 - Sexual Harassment Training
 - Must be finished by October 2019
 - Megan to send link again
- Fundraising (chair – Emma Calautti)
 - Wine Tasting
 - Quilt Raffle
 - Roaring 20’s Gala
 - Connie Smith and Brendan Murnane
 - Thank you night for volunteers
 - Thursday, December 5
 - “Dinner at the Library”
 - Sip and Paint
 - House Tours
 - Thirty-One Party (Fran Taitel)
- Buildings and Grounds (chair – Carla Cumming)
 - Grant for energy efficient windows –has it been submitted
- Annual Book Sale (chair – Michelle Pollock)
- Sunshine Committee (chair – Julie Whitney)

- Grants (chair – Pat Cianci)
 - NYS Grants- next round
 - Grant for addition
 - New modem
 - Redesign of Circulation desk and area
- Personnel
 - Employee Evaluation
 - Update the Employee Handbook
 - Director’s Evaluation
 - Approval of Committee Reports

7. Old Business

- Appeal Letter
- Chamber Dinner – October 8
- SUNY Adirondack Notary Course
- SALS – Public Library Minimum Standards

8. New Business

- Reverse Advent Calendar

9. Communications

- Public Performance Site License

10. Town Board Meeting

- Trustees to Attend October, November, and December Meeting
- Report on September meeting

11. Events

- **Trivia: October 7 and 21**
- **Book Club: October 8**
- **Front Porch Forum Program: October 9th**
- **What Ever Happened to My White Picket Fence: October 15**
- **Mah Jong**

12. Next Meeting

- Change October, November, and December due to holidays and conflict