

Minutes of the Bolton Free Library Board of Trustees: January 22, 2014

The meeting was called to order at 6:58pm by President Penelope Jewell.

Those present: Gena Lindyberg, Joy Barcome, Carla Cummings, Penelope Jewell, Carole Newell, Anne Green, Megan Baker, Becky Herrick, Emma Calautti, and Patti Haux. Absent: Sue Wilson.

Patti moved to accept the minutes from the December 18, 2013 meeting, second by Anne, and carried.

The Nominating Committee of Patti Haux, Anne Green, and Gena Lindyberg presented the slate of officers as follows:

- Gena Lindyberg – President
- Anne Green – Vice-President
- Emma Calautti – Secretary
- Becky Herrick – Treasurer

Penelope asked if there were any nominations from the floor. Hearing none, she instructed the secretary to cast one ballot for the slate of officers as presented. Gena took over the running of the meeting.

Becky did not have a monthly report, because it would be identical to the one she presented at the annual meeting. She will have the list of checks for the next meeting.

Megan presented her Director's Progress and Service Report. Patti moved to accept the Director's report, second by Anne, and carried.

Committee Reports – committee assignments to be decided at February's meeting.

Financial – Becky: Becky passed out a budget worksheet for every to look over and be prepared to discuss in detail next month. Becky will hold a budget meeting at 6:30 on February 26th. Many of the budget items were discussed, including disability insurance, health insurance, magazine subscriptions, capital fund, and fuel oil costs.

Policies & Procedures – Becky: no report.

Fundraising – Emma: Megan and Emma will do the raffle basket for February and Becky will do one for March. Emma is planning a fundraising meeting to the 2nd week in February. Emma asked for permission to take our 5 key volunteers out to lunch. No decision was made. Patti asked if we are planning the Thank You party. We have tentatively scheduled it for June. Carla offered to assist Emma with the plant sale.

Book Sale – Patti: Patti and Gena are planning a book sale by invitation of the antique books that have been donated to the library. Local people and book dealers will be invited. This will be held in April.

Building & Grounds – Gena: Gena spoke to Tom about various projects. She also spoke to Don Rafferty about the installation of the Central air conditioning. Don has us scheduled for this spring. At that time, we will also clean the basement. Don will remove the 2 furnaces and the metal shelves.

Sunshine – Emma: A thank you note was sent to Peter and April White for the Christmas decorations.

Personnel – Becky: no report

Website – Anne: This committee is now just the website, and the newsletter has been moved to Communications. Anne has borrowed the library laptop to work on the website. The GoDaddy account has been transferred from Marcus's name to the Library.

Becky moved to accept the committee reports, second by Emma, and carried.

Unfinished Business

Network Summary Report – Megan has not heard back from SALS about this. She will contact them again.

Making E-readers Available for Patrons – Megan has not done anything about this. She will seek out e-readers from patrons.

Estate Planning- remember this when we are doing our appeal letter.

Budgetary Article for the Lake George Mirror – Megan will talk to Tony Hall to set something up.

2nd Phone Line – Megan spoke to our phone company, Corner Stone, and the cost to bring a second line to the building would be \$125, and then the interior work would have to be done by our handyman. Megan was asked to get a quote from Time Warner Cable for next month.

New Business

Jane Gabriels has written a book entitled Stories from Dragonfly Pond, in which Jane reminisces about the town and residents. She is giving the book to the library to sell for a \$20 donation each to help with our fundraising. Anne moved to accept Jane's gift, second by Joy, and carried.

The Indian Tepee has offered to sell our copies of Alma Farm on consignment.

Communications

- No work has been done on the newsletter.
- Thank you card from Bolton Central School's Kindergarten class
- Note from Bonnie Stevens asking to include trustees' names on the fund drive letter
- A \$500 donation from the John and Susan Hubbard Foundation
- Matching funds applications from GE and IBM

- Contract with the town to be signed by the Board President
- Email from SALS about the rate increase for the Joint Automation Project
- Letters from SALS about the Trustee of the Year award and the Library Program of the Year award

Events

- January 29 – Ed & Carol Sheridan’s walk in Spain – Joy will be the trustee present
- February 12 – Tom Brady’s Woodworking – Gena to be trustee present
- March 12 – Anne Green’s time spent in the Arctic Circle
- April 16 – Maple Syruping with Sam Caldwell – Anne will be the trustee present
- May 14 – Jane and Ted Caldwell’s trip to Cuba – Emma will be present
- September 17 - Erik Schlimmer to discuss Trans Adirondack Route
- October or November – Betty Spinelli to discuss Evelyn Nesbit

Megan asked Penelope how the Cookbook Committee had her email contacts. Penelope denied anything to do with that, said that Diane Burk had done the emails. Penelope gave Megan Diane Burk’s telephone number.

Penelope resigned from the Board of Trustees, and returned her key to Megan.

The next meeting will be February 26th at 7pm.

Carla moved to adjourn the meeting at 9:10pm, second by Anne, and carried.

Respectfully submitted,

Emma Calautti

Secretary

Action Items

- Becky will provide a list of checks written
- Becky to hold budget meeting on February 26th at 6:30pm
- Raffle baskets
- Megan to contact SALS again about the Network Summary Report
- Megan to solicit e-readers
- Megan to talk to Tony Hall about a budgetary article for the Lake George Mirror
- Megan to contact Time Warner Cable about the second phone line