

**Bolton Free Library**  
**Board of Trustees Meeting**

**MINUTES**

**July 2019**

**1. Roll Call of Trustees and Meeting Called to Order (7:00 PM)**

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

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

**\*\*\* Brenden Murnane from Bolton Landing Brewery to address us and offer assistance with fundraising. \*\*\***

**\* Possibilities may include: Summer (Monday, Tuesday or Thursday) or it could be a private event. Basket raffles?? Ideas were shared.**

**2. Review and Accept Minutes of June Meeting**

**\* Pat makes a motion to accept the Minutes, Michelle seconds the motion and all are in favor.**

- Review how to use Google Docs

**\* Joy does a quick demonstration.**

**3. Treasurer's Financial Report for June**

**\* Reviewed by Julie**

**\* Account balances-**

**checking- \$13,180.93**

**savings (money market)- \$67,994.17**

**- Emma makes a motion to accept the Financial Report, Doreen seconds the motion, all in favor so the motion carries.**

**4. Director's Progress and Service Report for June**

**\* Reviewed by Megan**

**- Motion to accept made by Pat, Joy seconds the motion, all in favor so the motion carries.**

## **5. Committee Reports**

- Financial
  - Quick Books – not for profit edition
  - Meeting with Becky Herrick
    - \* Maryellen, Julie and Michelle- hope to meet at the beginning of September.
- Policies and Procedures (chair – Joy Barcome)
  - Sexual Harassment Training
    - Must be finished by October 2019
    - Link will be resent
- Fundraising (chair – Emma Calautti)
  - Wine Tasting (Doreen is working on it)
  - Luncheon at Lakeside
  - Quilts' Raffles
    - \* Sincere thanks to Michelle and Doreen for setting up the quilt raffle
    - \* \$614 so far
    - Farmers Market
  - Roaring 20's Gala
    - \* Next summer.

Thank you night for volunteers- between Thanksgiving and Christmas

\* The committee will discuss the idea of using the Conservation Club for an Autumn event.

\* Will continue to discuss the “Dinner at the Library” idea

\* Sip and Paint idea

\* House Tours set up

- Buildings and Grounds (chair – Carla Cumming)
  - Proposal for Replacement of Windows
    - Will ask for a grant for energy efficient windows and doors
  - Will discuss tree /flag next month
- Annual Book Sale (chair – Michelle Pollock)
  - Posters to hand out
  - Sign-up sheet for trustees
  - \* This weekend- help with setting up and taking down
- Sunshine Committee (chair – Julie Whitney)
  - \* Susan Wilson lost her step son
- Grants (chair – Pat Cianci)
  - SAM registration
  - NYS Grants- next round
  - Grant for addition
  - New modem
  - \* Pat is inputting information
  - \* Carla is in communication regarding grants
- Personnel
  - New chair - Carla
  - Employee Evaluation
    - ❖ Update the Employee Handbook
      - \* working on the handbook and will look at it again.
    - ❖ Director's Evaluation

\* Michelle makes a motion to accept the committee reports, Pat seconds the motion and all are in favor.

## 6. Old Business

- Tree Removal
  - \* Will table this discussion until next month

## 7. New Business

- Replacement for Kirsten
  - \* Possible replacement discussed: Rebecca Cooper- Motion made that the executive committee will meet with Rebecca Cooper to discuss board position, then vote will be done via email. Emma makes the motion, Doreen seconds the motion. All in favor.
- Anthony Revenis (\$60.00 donation-appeal)

## 8. Communications

- \* Copy of Signature Page of SALS/MVLS Agreement
- \* Kenneally and Tarantino-Lamb Estate
- \* **The idea of no more fines was discussed**
- \* **Megan will be added on to all communications unless it has to do with employees**

## 9. Town Board Meeting

- Trustees to Attend September, October, November, and December Meeting
- We will skip August and start again in September

## 10. Events

- **Trivia: August 5<sup>th</sup> and 19<sup>th</sup>**
- **102 Club: August 12<sup>th</sup>**
- **Front Porch Forum Program: October 9<sup>th</sup>**

## 11. Next Meeting

- August 28 at 7pm

Michelle makes a motion to adjourn, Doreen seconds the motion and all are in favor.

8:55 PM

Minutes respectfully submitted by Joy Barcome

BFL Board Secretary