

Bolton Free Library
Board of Trustees Meeting
Minutes
MAY 24, 2017

1. Roll Call of Trustees and Meeting Called to Order. 7:10 PM

Carole Newell (2022)	Kirsten Crist (2022)	Joy Barcome (2021)
Jim Senese (2021) ABS	Emma Calautti (2020)	Julie Whitney (2019) ABS
Carla Cumming (2019)	Maryellen Moseman (2018)	Vince Palazzo (2018)

2. Review and accept minutes of April Meeting.

Motion- Maryellen

Second- Emma

All in favor

3. Treasurer's Financial Report

- Monthly report for April

- Lists of checks for April

Information passed out and reviewed by the Board

Motion- Joy

Second- Carla

All in favor

4. Director's Progress and Service Report.

- reviewed
- teddy bear display
- no "kid" program this month- one planned for next month

Motion: Maryellen

Second: Carole

All in favor

5. Committee Reports

Financial (Chair: Maryellen, Vince, Julie)

Audit

Petty Cash

- Discussion regarding investing the \$5,000 donation made to the library. Emma will talk to her brother regarding the investment idea.
- Credit card was damaged
- Our Treasurer can now use the credit card
- No activity in our savings account so there is not a lot of interest being earned- discussion regarding ways to change this.

Policies and Procedures (Chair: Joy, Emma, Carole)

Manual Updates- updates shared and reviewed. Will change cover page to reflect that this manual is not in draft form any more.

Motion to accept: Emma

Second: Maryellen

All in favor

Fundraising (Chair: Emma)

- Plant Sale (Saturday, May 27th. Set up will be on Friday.) - Maryellen requests one deposit only and that only Board members work with the money.
- Gala- need help desperately. Next meeting is on June 8th at 7:00.

Buildings and Grounds (Chair: Carla, Vince)

- Sagamore gift certificate winner was Roy Jensen. The total was \$74.00.
- Will try a raffle one more time
- Carla- Window boxes
- We have the safe
- Getting a new fridge
- Carpet cleaning- Mr. Clean (Brad) - middle of June

Annual Book Sale (Chair: Carole, Carla, Kirsten)

- Book donation cut off date is June 15th
- Book sale is on the website
- Sale is the last full weekend in July

Sunshine Committee (Chair: Julie)

- Julie is not present but is up to date

Grants (Chair: Vince, Joy)

Hannaford & Walmart requests

- Two have been sent out about book drop
- 2016 NYS Construction Grant
- Decision hasn't been made yet
- 2017 NYS Construction Grant
- Storage room? Access through wall to the outside.

Personnel (Chair: Vince, Carole, Emma)

Summer Hire- Carole accepted the position (with agreements)

Megan's Health Ins. (?)- Megan is wondering why she has a \$600 deductible. Maryellen will look into it and find out.

Website (Chair, Megan)

- Up to date

Motion to accept committee reports:

Joy makes a motion

Carole seconds
All in favor

6. Old Business

Verizon

- multiple emails have been sent, there hasn't been much of a response yet.
- SALS Meeting
- Was very nice. Vince recognized Megan for her years of service!

7. New Business

- Puzzles found in books (\$30.00)
- One of the Ugly Dolls is in sad shape- Joy will try to fix
- Tent use for traveling wall- Carla motions that if the town needs the tent for the memorial, we will loan it to them. Emma seconds it and all are in favor.

8. Director's Communications

- Adirondack Journal Ad? Board decided not to purchase this ad (\$60.00) as we have already put an ad in the Chronicle for \$49.00.
- Sarah Dallas- By laws to be reviewed regarding the number of Trustees, annually

9. Events

- Switch will be performing for a fundraiser for the Malones. It will be held in the park on June 15th. Refreshments- provide cookies and water.

NEXT MEETING WILL BE JUNE 28 AT 7:00PM

Joy motions to adjourn

Carole seconds

All in favor

Respectfully submitted by Joy Barcome