

Bolton Free Library
Board of Trustees Meeting

MINUTES

January 22, 2020

1. Roll Call of Trustees and Meeting Called to Order 7:03 PM

Joy Barcome (2021) Penny Belton (2025) Emma Calautti (2023) **ABS** Rebecca Cooper (2023) Carla Cumming (2022) Doreen Martin (2021) Laura Papparatto (2024) Michelle Pollock (2024) Fran Taitel (2025)

2. Review and accept the Minutes of December Meeting

Corrections: Marian Wolgin (misspelled- under Appeal letter)

Wine Tasting - \$1,304.00 gross

\$1,154.57 net

Doreen: made the motion

Michelle: Second

All in favor

3. Nominating Committee Report

Carla Cumming- President

Rebecca Cooper- Vice-President

Michelle Pollock- Treasurer

Joy Barcome- Secretary

Carla as President- "Secretary, please cast one ballot for the slate of offices as presented".

4. Treasurer's Financial Report for December

Michelle- distributed and reviewed. Was sent in advance from Michelle.

Checking- \$30,848.81

Money Market Account- \$100,822.62

Motion- Rebecca

Penny- Second

All in favor

5. Director's Progress and Service Report for December

Megan distributed and reviewed.

"Love Actually" is the theme for the next display

Discussion regarding comparison of numbers on the report

Discussion regarding a community reading on February 13th

Motion- Michelle

Second- Doreen

All in favor

6. Executive Committee Meeting

Committee met and discussed the evaluations that were completed by the board. Goals and objectives will be developed for the coming year.

Motion- Fran

Second- Michelle

All in favor

7. Committee Assignments

Distributed and people signed up

A motion is made to authorize the individuals holding the following governance positions to sign checks and other duly authorized documents consistent with the operating contracts and agreements approved by the Board, otherwise consistent with Board policy:

President Carla Cumming

Treasurer Michelle Pollock

Motion- Rebecca

Second- Doreen

All in favor

8. Committee Reports (what committees are everyone interested in being part of)

- Financial (Michelle, Fran, Carla and Megan)
 - Appeal Letter
258 respondents for a total of \$17,495.00
- Policies and Procedures (Joy, Emma)
Will be meeting soon
- Fundraising (Emma, Doreen, Fran, Megan, Laura)
 - Roaring 20's Gala
Meet on the 29th
 - Sip and Paint

- Psychic
- Hoping for March
- Cabin Fever Party
- Need to start working on this party
- Thank you party
- Later in the Spring next year?
- Buildings and Grounds (chair – Carla Cumming, Doreen)
- Update: Other parts for the door lock are in
- Ike has been working with Megan on her area
- Window grant is in the works
- Annual Book Sale (chair – Michelle Pollock, Penny and Doreen)
- Discussed
- Sunshine Committee (Laura)
- Need thank you to Lake George Community Garden Club
- Grants (Rebecca, Penny)
 - NYS Grants
 - Waiting for them to come through
 - Cut budget for some grants
 - Grant for addition
 - Redesign of Circulation desk and area
 - Stewarts' Grant
- Personnel (chair – Carla, Rebecca, Joy)
 - Employee Evaluation
 - Update the Employee Handbook
 - Director's Evaluation
- Committee met and discussed handbook revision
- Approval of Committee Reports
- Motion- Fran
- Second- Penny
- All in favor

9. Old Business

- Notary Public
- Megan is working on it
- SALS – Public Library Minimum Standards
- The State has minimum standards and will be worked on
- Necessary number of Public Computers

Discussion regarding use

10. New Business

- Smores Weekend

Discussion takes place to decide when and if this will take place

- Google Docs discussion
- Contact will be made regarding community service

11. Communications

- NYLA membership

New York Library Association- we are all signed up. Will bill us for the year. Everyone is welcome to attend.

- Thank you and donation from John C. and Susan K Hubbard Foundation

- Chris Bohjalian (author) said “no”- very nicely
Skype?

- SALS – Warren County Trustee to SALS board

A Warren County representative is needed, if anyone is interested- Penny is interested.

- Charter Communications – new modem

Has been installed

- Town of Bolton –agreement

Carla has signed it and it has been delivered.

12. Town Board Meeting

- Report on December and January meetings

January went well- Carla and Joy attended

- Signup sheet for future meetings

February 4th- Doreen and Megan

March 3rd- Rebecca and Laura

April 7th- Michelle and Joy

May 5th-

June 2nd-

13. Events

- **Book Club: January 21 and February 18**

Reading “America’s First Daughter”

- * **Reading- February 13th**

- * **February 12th- Bolton EMS- Health and Safety in the Home**

- * **Linda Perry- March 18th**

- * **Dementia- What does it mean?- April 15th**

*** May 27th- “Navigating the Grocery Store”**

14. Next Meeting

- February meeting – Wednesday, February 26 at 7pm

Motion to Adjourn- Penny

Second- Laura

All in Favor

8:31 PM

Respectfully submitted:

Joy L. Barcome

BFL Secretary