

## **Bolton Free Library**

### **Board of Trustees Meeting**

#### **Minutes**

**June 22, 2016**

#### **1. Roll Call of Trustees and Meeting Called to Order by Vice-President Carole Newell due to Vince's absence 7:06 pm**

Joy Barcome (2021)	John Consaga (2021) ABS	Emma Calautti (2020)
Julie Whitney (2019)	Carla Cumming (2019)	Vince Palazzo (2018) ABS
Maryellen Moseman (2018) ABS	Carole Newell (2017)	Patti Haux (2017)

#### **2. Review and accept minutes of May Meeting.**

- Motion- Emma, Second- Julie, All accept

#### **3. Treasurer's Financial Report**

- Monthly report for May - Julie passed out financial papers
  - Motion- Emma, Second- Carla, All accept
  - Lists of checks for May

#### **4. Director's Progress and Service Report.**

- Motion- Patti, Second- Emma, All accept

#### **5. Committee Reports**

- Financial (Chair: Maryellen, Vince, Julie)
  - Julie- When people turn in their bills, there is now a form to fill out.
  - Question regarding audit and having it set up to happen as soon as possible.
  - Megan will talk with Vince about the audit. The person that will be approached is Jim Casaccio.
- Annual Book Sale (Chair: Patti, Carla, John)
  - Had first meeting where everything was discussed. There is now a sign-up sheet. It is suggested that a board member be at each of the shifts.
  - Set up is the 28th and the sale is the 29th-31st.
  - Is the tent still up at the Community Center?
  - Hoping to have George drop off the tables and the tent on the 27th
  - Working on getting another tent
  - Gena is getting hold of the Book Warehouse regarding leftover books
  - Megan: SALS is looking for a place for all of the books to go after the sale is over.
- Policies and Procedures (Chair: Joy, Emma, Carole)
  - What does the Board think we need to do in order to be helpful?
  - It is suggested that we add in the bill paperwork that Julie discussed in the financial committee report.

- Fundraising (Chair: Maryellen, Emma, John)
  - Gala- Need sponsors. Committee is meeting. Gen Pak has made a donation. Need auction items. We are going to try to get as many donations as possible. Get signs, please, and hang them where you can. The lighting was discussed and will be discussed by the steering committee.
  - Raffle Tickets are now available
- Buildings and Grounds (Chair: Carla, Vince, John)
  - Had to purchase a refrigerator
  - Front door is working fine now
  - The grounds outside are ready for irrigation
  - The banner is up
  - Getting a new bench for out front in memory of Elizabeth Doherty's father
  - A plaque has been ordered for the bench
  - Volunteers from the Heineken Conference came and did our windows
  - In the process of working on the ramp
  - Trying to get a storage shed on the side of the building through the Construction Grant through SALS
  - Painting will start in September
  - Question: Is there a plan for ground cover on the North side of the library?
  - PLANT SALE: Since the sale there has been \$230.00 in addition to our original total. The total was close to \$1500.00. A big thank you to Carla for a job well done.
  - Ramp - getting prices on replacing our ramp as the current one would be too costly to repair. We are also looking to add some type of storage shed. We will be applying for a SALS Construction grant.
- Sunshine Committee (Chair: Joy, Patti, Julie)
  - Need a thank you for Jane Caldwell and Anita Richards for Plant Sale.
  - Sally Defty needs to have a thank you for pots
  - Patti has sent out a lot of thank you notes to date.
  - Miriam Mastrianni needs a thank you note for driving us in the parade.
- Grants (Chair: John, Joy)
  - John is not present
- Personnel (Chair: Vince, Carole, Emma)
  - New Hire is Virginia Graves. Virginia was introduced to the trustees.
- Website (Chair, Megan) Up to date

## 6. Old Business

- New Computers
  - We should be getting our computers by the middle of July
- Plant Sale
  - See Buildings and Grounds notes
- In-House Calendar
  - Out at the library - needs to be moved
- Memorial Day Parade
  - Went very well

## 7. New Business - no new business

## **8. Director's Communications - no communications**

## **9. Events**

- June 22nd: "Making the Most of Social Security"
- June 29th : Final Community Music Program – VICTOR SMITH

Raised \$700 for Connor McLaughlin scholarship

- Sembrich Movie Night starts Monday night
  - This Monday is The Return of the Violin
  - July 11th is Tevye
  - July 25th is The Last Five Years
  - August 8th is the Babushkas of Chernobyl
  - August 22nd is A Late Quartet

**NEXT MEETING WILL BE JULY 27 AT 7:00PM**

**Motion to Close Meeting by Emma, second by Patti, and carried. Meeting adjourned.**

Respectfully submitted,

Joy Barcome