

October 12, 2017

## **Berne Public Library Board of Trustees Minutes of the Meeting**

Present: JoAnne Brady, Lisa Raymond, Marion Burghart, Ted Borys, Janet Adams, Ellen Doolin, Missy Worden and Becky Waldenmaier.

Also Attending: Judy Petrosillo, Library manager, Joe Golden, Library Liaison, and Kathy Stemple, Youth Services.

Meeting called to order at 6:40pm

**Secretary's Report\*** submitted by Becky

The September minutes were reviewed by the board members. Marion motioned to accept, seconded by Janet, Ellen abstained, motion passed.

**Treasurer's report\*** submitted by Marion

We received the \$3000 from the Amedore Grant. The E-Rate funding will be on next month's statement. The salary line was reviewed; Judy mentioned that it was higher due to a training session. Expenses reviewed. The UHLS 4<sup>th</sup> quarter was paid at \$2182.00 they were budgeted at \$2100.00. Program costs were reviewed.

Ellen motioned to accept, seconded by Janet, motion passed.

**Payment of Bills:**

Payments included, Time Warner, Altamont Enterprise, subscription renewals, and credit card charges. Judy's mileage and refreshment for Kathy's programs were included.

Missy motioned to pay the bills and it was seconded by Janet. Motion passed.

**Committee Reports:**

**Personnel committee:**

Waiting for the Director evaluations to be completed.

**Finance:**

Per Marion, the quarterly audit will be due.

Judy thanked Joe Golden for the appropriation of the increased funding for the library.

She had attended the Knox Town meeting and felt that there would not be any increase in funds.

**Policy Committee:**

Children and Dependent Policy has not been worked on yet. Ellen felt that it is connected to the lending policy. It was determined that two policies have to be addressed, Children and Dependent Individual, Library Card and Lending polices. Janet, Marion and Ted will be on the Lending Policy committee.

**Floor Plan:**

Committee met on Monday. The card catalogue will be moved. They are considering moving other shelves and buying new book shelves. Missy mentioned Adirondack Woodshed maybe a good source for shelving. Marion reminded us the upcoming Friends Lasagna dinner is to buy shelving and a book case.

**Old Business:**

The floors have been buffed. We discussed the availability of the maintenance worker. Ellen mentioned that some of these requests have been going on for years. Joe mentioned writing an e-mail to the board. JoAnne mentioned that the biggest need was the outdoor lights. Judy questioned if we could hire an electrician to do upcoming work, which is provided by the Amedore grant. Joe suggests we check with Kevin.

**Friends Meeting:**

Marion reported that Helder Con was a success; it will be done again next year. Lasagna Dinner is on Nov. 4 at 5:30 pm. The money will be used for new book case and shelves. Some of the board members asked when the dues are due.

**My Card Program:**

Missy has developed a brochure to go with the program.

**Yearly Calendar:**

Additions added, Upcoming resignations: Janet and Ellen has also informed us of her resignation Ellen's term will be up in December. They will be missed.

**New Business:**

Need for new Board Members was discussed as well as the procedure for doing so.

**Manager's Report:\***

Judy reviewed her report. The construction grant was denied. She felt the roof could go another year. The library will be receiving tablets. The STEM kits will be set up with the help of a volunteer. Judy explained our current internet service and what other options are available. Several of the board member felt it was prudent to increase the speed of the internet service. Marion mentioned that the budget was not finalized at this time, and we could budget money for the increase cost of internet service.

**Youth Services\*** submitted by Kathy Stempel

Helder Con will be held again next year on September 22, 2018.

Kathy reviewed some pro and con's about the summer reading program. Missy question if it might help with the interest since the introduction of the My Card program. Ellen thought the theme made a big difference. She also thought it was important to get other organizations involved. Missy mentioned reaching out to clubs at the school for possible involvement. Kathy asked if she could e-mail her report, we all thought that was a good idea.

There were no further discussion; Ellen made a motion to adjourn, seconded by Janet. Meeting adjourned.

Next Meeting November 9<sup>th</sup> 2017

Submitted by Becky Waldenmaier