

Berne Public Library Trustees meeting of May 9, 2019

Present: JoAnne Brady, Missy Worden, Marion Burghart, Ted Borys, Lisa Raymond, Chuck Batcher, Becky Waldenmaier, Emilie Wright,

Also present: Kathy Stempel, library manager and Sean Lyons, town supervisor

Call to order at 6:37

Additions to the agenda- Memorial Day parade will be walkers only, not a float.

Secretary's report- April 11, 2019 minutes.

Motion made by Missy to accept the secretary's report, Kathy was the second. Motion carried.

Treasurer's report-

Salary overage is shrinking down to \$141.72.

SEFCU converted their system on April 12th, which is why there are two statements for this month.

There was a refund from ULHS for e-commerce overpayment for \$14.40, and also reimbursement for expenses for the Moonwalk grant in the amount of \$108.05.

Coffee sales have increased, there has been sales of \$25 so far this year. The Friends discussed promoting the service by offering a free week.

Motion to accept the treasurer's report was made by Lisa and Emilie was the second. Motion carried.

Payment of bills- (see attached schedule)

Spectrum bill-there was a \$10.92 credit so it is less than normal.

Kathy had reimbursements for a conference and Moonwalk expenses. \$100 of the Tim Lippert Healthy Eating program was paid by the Moonwalk grant. The container gardening program by Ann Hein had costs of \$53.21, which was also included in the grant.

Baker and Taylor bill included credits for items that were returned.

Photocopier bill was for \$93.70, but it ended up being paid late due to an error with the address.

UHLS bill was for audiobooks and books

Credit card bill was for DVD's and the updated Quickbooks program.

Motion by Missy to pay the bills, Emilie was the second. Motion carried.

Amazon prime account- Kathy has been using her prime account in order to get the free shipping, but that means that she needs to show tax-exempt status each time she orders.

Committee reports-

Personnel-(Becky, Missy and Chuck) no meeting

Finance- (Ted, Marion, Emilie and Kathy(advisory) Quarterly audit will be held today.

Policies- (Lisa and JoAnne) Policies have been added and removed from the website.

Evaluations should be filed with the Town since they are Town employees.

Strategic Plan- (JoAnne, Missy, Becky and Kathy) will be meeting May 16th.

Aesthetics- no meeting

Old Business-

Storage shed- Sean is handling getting the required demolition permit. Town maintenance and highway guys can remove the shed.

Drywall crack repair- has been fixed.

Water supply- needs coordination with B-K-W and will go in with their construction project.

2018 Construction grant- extension has been filed so we have another year to finish it, if necessary.

2020 census- the meeting with the Commissioners was changed to a time that Kathy couldn't attend.

Marketing- Kathy needs to come up with a budget. Someone named Jonathan, who is starting a marketing business, has offered ideas and assistance to the HenderCon group.

Parking lot- needs to be sealed before the lines can be drawn. Sean will ask the Town if they can do it for us.

WiFi- Midtel is putting a substation at the Fire House. Some areas are getting skipped but will be added next year..

Friends of the Library report- Joan Mullen memorial fund will be used for a project involving YA literature. Membership payments are due. Music in the Park is upcoming. Hilltown Players Dessert Theater on May 10th is sponsored by the Friends.

New Business-

Quilts- B-K-W students are making animal quilts for an animal shelter and need people to sew them. Colleen Skiff is the person to contact.

Manager's report- see attached

UHLS Awards Dinner- June 12th for \$40 with RSVP by May 24th.

Motion to invite Ann Hein and pay for her dinner since she was our nominee for volunteer.

Discussion of whether to invite George Amedore as our guest. Need to check with UHLS for their specifications for whom should be invited.

Smoking- New law passed in June of 2018 that there should be no smoking within 100' of a library. People are still smoking in their cars in the parking lot.

Kathy attended the Youth Services conference and completed her leadership training course, which had highlights of: Understanding Stereotypes and Tropes in Children's Literature; Mindfulness in Children's Programs; and STEAM ideas.

Upcoming programs-

Summer Reading Program will have Planet Adventures with a portable planetarium on August 8th.

Jean Forti Run is June 21 and the Pucker Street Fair is June 21-23 and the library will be doing outreach at those events.

Kathy has been working with the Pre-K classes and providing Early Literacy bags.

Dollar General has literacy grants available that the library will now be eligible for due to the new store in East Berne.

Motion to adjourn was made by Marion, Lisa was the second. Motion carried.
Meeting adjourned at 8:45

Respectfully submitted,

Marion Burghart
Secretary