

THE RICHARDS LIBRARY



“A GATEWAY TO KNOWLEDGE AND ADVENTURE”

ESTABLISHED 1901

36 ELM STREET

WARRENSBURG, NEW YORK 12885-1625

(518) 623-3011

(518) 623-2426 – FAX

Richards Library Board of Trustees Meeting 15 February 2018

The meeting was called to order at: 11:15 AM.

Members Present: John Schroeter, Bridgette Connelly-Howe, Esther McTague, Suzanne Glebus, Suzanne Marthins,

Members Absent: Lil Costa, Sue Matzner, Becky Lawler

Non-voting Members Present:

Mike Sullivan, Director

Elaine Cowin, Secretary

Accept Minutes to Meeting of January 9, 2018 as written: Motion made by John Schroeter, seconded by Suzanne Marthins. Unanimous

Accept Minutes to Special Meeting of January 25, 2018. Motion by John Schroeter, Second by Suzanne Glebus. Unanimous

Financial Report: January's Financial Report was accepted as presented. Motion by John Schroeter Jr. Second by Esther McTague. Unanimous.

Director's Report: Accepted as Presented. Discussion ensued as to the need for portable hot spots to loan and possibly using a collection agency for the \$12,000 owed to the library in late fees and fines. Mike is going to present more research into the portion of the \$12,000 from deceased and generally unavailable borrowers.

Committee Reports:

Buildings and Grounds (John, Mike) Security Cameras installation in progress
Light Installation Problem of odor resulted in no obvious problem and no fire hazard.
Buzzing vibration of vent in ref room will be taken care of.
Stump Grinding will be put off for time being, mulching will be done in the spring.

Personnel and Nominating (Bridgette, Sue, Suzanne G.): None

Finance and Budgeting (Becky, John, Esther, Frank): None

Outreach (John) All is well.

Policy (Suzanne G. And Suzanne M.): Under constant review from Mike.

Focus Group Committee (Elaine, Lil, Esther): Meet sometime in March.

New Business:

Amendment to By-Laws concerning number of voting members. (Annual Report.). The amendment will read that voting members will be no more than seven. Mike will do the research into the bylaws and the full Board will vote.

SALS Annual meeting will be 5/21/18 at the Courtyard Marriot Excelsior in Saratoga.

Representative from Gale/Cengage offering various data bases. (Small Business, Engines, Legal Resources, Education) This is something that will be referred to the focus group.

Old Business:

Building Condition Survey: Mike will pursue the process of engaging someone to set priorities for the grant for the survey.

For The Good of the Order:

Motion to Adjourn: Motion made by Suzanne Marthins and seconded by Suzanne Glebus at 12:39 PM. Unanimous.

Next Meeting: April 19 at 11:15 AM. (Note: We will NOT meet in March.)

Please notify Lil or Mike if you cannot attend as we need a quorum to do business.