

# THE RICHARDS LIBRARY



## “A GATEWAY TO KNOWLEDGE AND ADVENTURE”

ESTABLISHED 1901  
36 ELM STREET  
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## THE RICHARDS LIBRARY BOARD OF TRUSTEES OCTOBER 2019 MEETING

The meeting was called to Order at 11:00 AM on October 10, 2019 by President Esther McTague.

### **Roll Call of Members:**

Present: Esther McTague, John Gitto, Suzanne Glebus, Sarah Gebbie-Measeck, Bridgette Connelly Howe, John Schroeter

Excused Members Absent: Gina Colburn and Sue Matzner

Unexcused Absence: None

Non-Voting Members: Elaine Cowin, Secretary; Michael Sullivan, Director

**Consent Agenda Motion:** Motion by John S. Second by Sarah Unanimous

-Adoption of Agenda

-Approval of Prior Meeting Minutes-September Regular Meeting and September Special Meeting.

-Treasurer/Financial Officer Report

1. Report of Receipts and Disbursements - See Monthly Financials

2. Warrants - See Monthly Financials

**Period of Public Expression:** Suzanne Tyler, President of Warrensburg Chamber of Commerce attended to discuss the garage sales library spaces and make plans for next year. She recommended we form a committee to configure spaces.

**Correspondence:** We received a response from Ask a Lawyer pertaining to barefoot patrons. Being barefoot is not a protected class in New York State. Policy committee will take up this issue.

**Director's Report:** Accepted as presented.

### **Committee Reports:**

-Personnel:

-Budget/Finance:

-Policy up to date

-Building & Grounds:

-Ad Hoc: Board Self Evaluation will begin next month.

-Outreach: Going well.

-Fundraising: Brick Sales have begun and is going well.

### **Old Business:**

-Yearly Fire Inspection took place on 9/23

-Survey of windows and entrance Landmark Consulting in regard to the Preserve NY Grant was accomplished on October 8 and the final report is pending.

**New Business:**

- Strategic Action Plan Motion to Approve by John S. Second by Suzanne Unanimous.
- 2020 Budget Motion to accept by John S. Second by Sarah Unanimous.
- \$5000 Anonymous Donation was discussed and gratitude was expressed by the entire Board.
- Discussion concerning Capital Improvements/Capital Fund Account

**Period of Public Expression:** None

**Next Board Meeting:** November 1, 2019 at 10:00 AM.

**Other Business:** Personnel Committee Meeting scheduled for October 25 at 2:15 PM.  
Budget Committee Meeting scheduled for October 17 at 10:00 AM.

**Motion to Adjourn Meeting** at 12:03 PM was made by Suzanne G. and Second by John S. Unanimous

**Minutes Approved at 1 November 2019 Board of Trustees Meeting**