

THE RICHARDS LIBRARY



“A GATEWAY TO KNOWLEDGE AND ADVENTURE”

ESTABLISHED 1901
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THE RICHARDS LIBRARY BOARD OF TRUSTEES NOVEMBER 2019 MEETING

The meeting was called to Order at 10 AM on 1 November 2019, by President Esther McTague

Roll Call of Members:

Present: Esther McTague, John Gitto, Suzanne Glebus, Sarah Gebbie-Measeck Sue Matzner.

Excused Members Absent: Bridgette Connelly Howe, John Schroeter, Gina Colburn

Unexcused Absence:

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

Consent Agenda Motion: Sarah Gebbie-Measeck Second: Sue Matzner Unanimous

-Adoption of Agenda

-Approval of Prior Meeting Minutes

-Treasurer/Financial Officer Report

1. Report of Receipts and Disbursements - See Monthly Financials

2. Warrants - See Monthly Financials

Period of Public Expression:

Correspondence: Information Breach from Gale notification, no financial information was compromised.

Governor signed nonprofit protection from electioneering

Information received from NYS Library Insurance Cooperative

Director's Report:

Accepted as Presented

Info on membership cost of ARSL requested by Board

Committee Reports:

-Personnel: Mike will be retiring January 12, 2022 and would continue working as director part time 3 days per week until 2024 at Social Security approved salary. A recommendation will be made in New Business to accept

-Budget/Finance: May need amendment to cover library cleaning service.

-Policy

-Building & Grounds: Discussion as to newly developed roof leak. Andy is going to do a preliminary inspection of area.

-Ad Hoc: Self Evaluations were distributed

-Outreach:

-Fundraising: Brick sales gong well.

Old Business: Change to Vanguard Account so that Gina is fully in charge.

New Business: 2 grants applied for: NSF with RPI and Coding Club with ARSL

Personnel Committee recommendation to accept Director's retirement and salary change request. Unanimous
Director's Part Time Request. Unanimous.

Personnel Committee will do preliminary work for a candidate search starting in 2020.

Seasonal Party Discussion

Possible Dates December 6 or 13.

Possible Venues Ocho Cinco, Lizzie Keyes, Sweet Basil, Old Log Inn, Tavern at Grist Mill,

Meeting Dates: First Tuesdays of Every Month at 10:00 was decided upon.

Period of Public Expression:

Next Board Meeting: Tuesday December 3 at 10:00.

Other Business:

Motion to Adjourn Meeting: Sue Matzner Seconded by Suzanne Glebus Unanimous.

Minutes Approved at 3 December 2019 Board of Trustees Meeting