

Minutes of the July 3, 2018, Regular Meeting
of the
Lake Pleasant Library Board of Trustees

Members Present: Richard Frisk, ,Toni Morrison, K.McComb
Kathy O’Connell, Laura O’Connor, Nancy Seifts
Members Absent: Richard Mayers, Frank Mezzano, Amy Peters
Staff Present: Sherry Matthews
Guests Present: Sara Dallas, SALS

Meeting Called to Order 12:10 pm.

- I. No Public Comments.
- II. Motion to approve the minutes of the June 5, 2018, meeting pending corrections was made by Richard Frisk seconded by Nancy Seifts, and passed unanimously. Motion to approve minutes of the June 27, 2018, Special Meeting pending correction made by Nancy Seifts, seconded by Richard Frisk and passed unanimously.
- III. Report from SALS Representative Sarah Dallas:
 - A. Sarah Dallas addressed the Board with a review of SALS services. She also discussed at length the policies for Library Meeting Rooms. While the current policy was reviewed and amended last year, Karen McComb stated that an additional review of the policy is in order. Sarah also suggested ways to respond to/prepare for controversial programs. Her report as well as handouts are attached.
- IV. Friend’s Report: Sandy Lavarney
 - A. Book sales are being held every Saturday of the month during summer season in addition to the previously scheduled book sales.
 - B. The Friends are hosting a dinner dance @ Oak Mtn. on July 14th.
 - C. Annual Tricky Tray is July 16th.
 - D. There is a recruitment event planned for Aug. 16 at the farmers market.
 - E. Friends annual meeting is scheduled for Aug. 27.
 - F. Chef Lou’s French Cuisine dinner @ Oak. Mtn. – details will be forthcoming.
 - G. Oaktoberfest will be held Sept. 30th.
 - H. Sandy requested that Friends be contacted in the event we have programs that need funding.
- V. Report(s) of Officers
 - A. President’s Report – Presented by Karen McComb
 1. Update on sign – has been ordered and should be expedited.
 2. Karen attended the recent Town Board Meeting and informed the board that Sherry has passed the civil service exam for Library Manager.

3. A donation is expected in the amount of \$300.00 for the purchase of a refrigerator for the kitchen.

B. Treasurer's Report –

1. Nancy provided the reports and balances look good. Money from ALCA grant will be put in program lines.

VI. Committee Reports

A. Collection Committee – S. Matthews

1. Report is attached. Next collection committee is scheduled for September. Committee currently meets via email due to scheduling conflicts.

B. Construction Report – Richard Frisk

1. Rich has ordered picnic table for gazebo. The cabinets for kitchen have arrived.
2. Four benches for gazebo will be ordered.
3. The latest request for DASNY funds has arrived.
4. The bricks will be ordered soon, Rich asked the board to review the order before placing it.
5. The driveway paving has been completed.

C. Publicity – L. O'Connor

1. Laura has made program posters and distributed.
2. Kathy O'Connell has volunteered to write the next article for the Hamilton County Express.

D. Fund Raising – L. O'Connor, K. McComb

1. The Gift Card Tree raffle will start Thursday @ Farmers Market. Drawing will be during the holiday stroll. Tree will have a value in excess of \$500.00. Thank you to all who donated gift cards for the cause.

E. Personnel – K. McComb

1. See President's Report #2.

F. Programs – K. O'Connell, T. Morrison, S. Matthews

1. The schedule of summer programs has been mailed out to surrounding communities.

G. Community Involvement – A. Peters, R. Mayers

1. No report.

- H. Finance – N. Seifts, F. Mezzano
 - 1. No Report
- VII. Director’s Report – S. Matthews
 - 1. Report is attached.
 - 2. Sherry asked for movie selection ideas for movie nights.
- VIII. Old Business
 - 1. Library Review Board – Ryan Marshall said he is willing to serve on the review board.
 - 2. Volunteer Handbook – Karen & KBO will work on this.
 - 3. Website – board members were asked to check daily in order to move the site higher on the search listing.
 - 4. Open house – plans are progressing well.
- IX. New Business
 - 1. Concerns were raised regarding the Friends book sales when library is closed. The access door from the Friends room to the library must be closed when the library is closed. There will be a sign placed on the inner door stating “staff only” and the door must be closed when the library is closed.

Motion to Adjourn @ 2:05 p.m. made by K. O’Connell, seconded by L. O’Connor and passed unanimously.

Respectfully Submitted,

Toni Morrison, Secretary