

Minutes of the January 7, 2020 Regular Meeting
of the
Library Board of Trustees

Members Present: Karen McComb, Toni Morrison, Laura O'Connor, Amy Peters
Kathy O'Connell, Nancy Seifts.
Members Absent: Nancy Welch
Staff Present: Sherry Matthews
Guests Present: None

Meeting Called to Order by 4:00 p.m.

- I. Public Comments: None.
- II. Motion to approve the Minutes of the December 3, 2019, Regular Meeting was made by Nancy Germain, seconded by Nancy Seifts, and passed unanimously.
- III. Friend's Report: None
- IV. President's Reports – Karen McComb
 1. Hold Harmless Agreement with Cornell Cooperative Extension will be forwarded to Town Supervisor Betsy Bain for further review and/or completion.
 2. President McComb informed board that a meeting with SALS representative Erica Freudenberger is scheduled for tomorrow at 10 a.m. to discuss the Plan of Service. Board members K. McComb, N. Welch, N. Seifts and Director Sherry Matthews will be attending. President McComb invited all board members to attend the presentation as well.
 3. President McComb presented the Annual report to Town Board at last night's meeting and it was well received.
 4. Organizational Items:
 - a. Slate of Officers for 2020 as presented by K. McComb -
President – K. McComb
Vice President – L. O'Connor
Treasurer – N. Seifts
Secretary – T. MorrisonMotion to approve slate as presented made by K. O'Connell, seconded by A. Peters and passed unanimously.

b. Committee Assignments:

Collection – S. Matthews, R. Cook, J. Basnight, N. Germain, T. Morrison
Building - K. McComb, K. O’Connell – landscaping high priority
Personnel – N. Germain, A. Peters, N. Welch
Fundraising –K. McComb, T. Morrison
Program – S. Matthews herry will handle programming for this year
Community involvement – A. Peters, N. Welch
Finance – N. Seifts
Publicity –L. O’Connor, S. Matthews

5. New Board Of Trustees Member Nominations – President McComb informed the Board that there is no immediate need to fill the Board vacancy and suggested that Board Members provide to her the name(s) of individuals interested in serving on the Board.

V. Treasurer’s Report – Nancy Seifts

1. Financial reports were provided to the Board prior to the meeting.
2. Necessary fund transfers will be completed in the near future as needed.

VI. Committee Reports:

1. Collection – The Collection Policy will be updated as follows:
Section VIII/ Sentence #3 – **This ongoing process of weeding is the primary responsibility of the Library Director with the agreement of the Collection Committee and final approval of the Board of Trustees.**
The list of withdrawn materials will then be provided to the Board of Trustees for their final approval at least quarterly or as needed. In addition, a listing of new acquisitions and donations will be provided to the Board of Trustees for review at their regular monthly meeting.
2. Publicity – none.
3. Building – Landscaping will be a primary priority for 2020. Beautification of building grounds is needed to make the location aesthetically pleasing.
4. Personnel – none.
5. Fundraising – none
6. Events/Programs –none
7. Community Involvement – none.
8. Finance – none.

VII. Director’s Report: S. Matthews

1. Report was provided to the Board prior to the meeting.
2. The next Collection Committee meeting is scheduled for Thursday, January 9th.

VIII. Old Business

1. Regarding removal of items from basement, K. O’Connell stated a dumpster will be delivered in the spring to complete the project.
2. N. Seifts provided information from www.4imprint.com for tote bag products. Fundraising Committee will further investigate these and report to the Board at the next meeting.

IX. New Business

1. Maple Weekend – T. Morrison asked if the Library could be used for a vendor fair during Maplefest scheduled for March 21st. The Board agreed. It is hoped that the Historical Society will take the lead for this event.
2. K. O'Connell provided the Board with a final draft of the survey to be mailed to community members.
3. K. O'Connell presented a list of possible movies to be shown during 2020 with a theme revolving around the summer Olympics. Further details will be forthcoming.

Motion to adjourn was made at 5:50 p.m. by L. O'Connor, seconded by K. O'Connell, and passed unanimously.

Respectfully Submitted,
Toni E. Morrison, Secretary