

Minutes of the June 4, 2019 Regular Meeting
of the
Lake Pleasant Library Board of Trustees

Members Present: Karen McComb, Frank Mezzano, Nancy Germain, Toni Morrison
Laura O'Connor, Amy Peters, Nancy Seifts, Nancy Welch
Members Absent: Kathy O'Connell
Staff Present: Roxanne Cook
Guests Present: Sara Dallas, SALS

Meeting Called to Order 3:50p.m.

- I. Karen McComb introduced Sara Dallas from SALS.
 - a. Sara updated the Board on the SALS evaluations, new delivery service from SALS, and possible future mandated Trustee training. Sara also updated the Board on Minimum Standards for Libraries in NY State and the Long Range Plan of Service that will take effect in 2020. The Board will need to develop a plan of service – SALS is available to assist in the process. Included in the plan must be a Report to the Community, effectiveness of programs. And education of staff to meet technology needs of the future and grant funding is available from SALS, up to \$1000.
 - b. Sara also mentioned the library's role in the upcoming 2020 census. Hamilton County is notoriously hard to count, and it is expected that the library may be used by residents to complete census forms.
 - c. Sara stated that JA fees for 2020 are listed on the SALS website to aid in budgeting purposes.
- II. Motion to approve the Minutes of the May 7, 2019, meeting was made by Laura O'Connor, seconded by Nancy Seifts, and passed unanimously.
- III. Friend's Report: None
- IV. President's Reports – Karen McComb
 1. Welcomed Roxanne Cook as a full-time staff member.
 2. Regarding the website or lack thereof – Karen stated that the updates must be timely as the information on the site is outdated. If Sherry cannot make the changes, she must contact SALS and ask for assistance.
 3. Sherry has asked for volunteers for summer programs – please let Sherry know if you are available to assist her.
- V. Treasurer's Report – Nancy Seifts
 1. Balance sheets look good and. There was some discussion regarding streamlining the bill payment process.

- VI. Committee Reports:
- a. Collection -
The Collection Report was provided prior to the meeting.
 - b. Publicity -
Laura asked if the messages on the digital sign could be centered. Also suggested that the Friends books sales be advertised on the sign in the future. She offered to help Sherry with the website.
 - c. Construction
Frank suggested that the monies in the H fund remain for a year as a contingency.
 - d. Personnel -
No report.
 - e. Fundraising -
Gift cards are in the process of being purchased for the gift card tree raffle. This year there will be an additional second place prize of a quilt donated by Karen McComb.
 - f. Events –
Sherry provided the summer schedule of events to the Trustees. Roxie will ask Sherry if the Chamber is aware of the calendar.
 - g. Community Involvement –
 1. Amy reviewed with the trustees a program for distribution of government publications (Federal Depository of Library Programs), at the present time there is no location within Hamilton County where this info is available. Sherry will be meeting with the representative in the coming weeks to facilitate.
 2. Nancy Welch and Sherry attended a meeting about educating students within Hamilton County while allowing them to remain in the county, i.e. distance learning. Nancy provided the trustees with literature from the meeting. The next meeting will be in October and Kathy O’Connell would like to attend.
- VII. Director’s Report: S. Matthews
1. Reports were provided to the Board prior to the meeting.
 2. Old Business
 - A. Karen will check with the garden club regarding the flower barrels.
 - B. LPCS Graduation Award – A motion to present the Library Award to Jacob Humphrey was made by Nancy Germain, seconded by Frank Mezzano and passed unanimously.
 - C. Roxanne will check with Sherry on the status of plaque for Rich.
 - D. The Pearsall grant is not applicable to our needs.
 - E. Karen will review and sign off on all Library bills prior to the town board meeting.
 3. New Business - none

Motion to adjourn @ 5:04 made by Nancy Seifts, seconded by Frank Mezzano and passed unanimously.

Respectfully Submitted,
Toni E. Morrison, Secretary