

DRAFT
MAMAKATING LIBRARY
BOARD of TRUSTEES MEETING
November 5, 2014

PRESENT: Trustees: Barbara Semonite, Bob Andersen, Mildred Melchionne, Fran Staats, Jeanne Roosa, Terry Stiano, Ron Weathers ex-officio, and Director Greg Wirszyła

ABSENT: Trustees: Jay Egan,

The meeting was called to order at 7:03 p.m. by Trustee Barbara Semonite and welcomed public members, Bill Maher, Mickey Maher, Lyman Holmes, Pat Talbot, Bob Justus.

The agenda was adopted by an Andersen-Melchionne motion. All in favor motion carried unanimously.

MINUTES:

Minutes accepted as presented by a Stiano-Roosa motion. All in favor motion carried unanimously.

TREASURER'S REPORT:

The Treasurer's report given by Trustee Roosa.

The report was accepted by a Melchionne-Stiano motion. All in favor motion carried unanimously.

DIRECTOR'S REPORT:

- Greg submitted the Director's Report – see attached
- Technology – received bills for two new computers, Greg will look into software that can set time limits, library card, inappropriate sites can be prevented and circulation desk. Notice will be posted on a splash screen to notify patron that this type of software is being used.
- Programs: 3 for Nov., Create card, holiday wreath and create foam. Also, round table discussions will be held on how to use things such as computer mouse, etc.
- Greg was appointed secretary to the Director's Association 2015
- Circulation was reported
- Building & Maintenance – mortgage figures were reported. Letter was written to the landlord notifying him of the condition of the back stairs that was previously reported. Greg reported on the Reserve fund and how much should be kept in that type of account. Insurance was also discussed. Thermometer sign is behind the trailer and will be kept there for now. Parking lot – black top on the handicap spots and blue stone for the space between the handicap spots and the walkway. Greg is working on getting the lot paved.
- Donations: three donations were \$4,550. \$3,500 from Billman Ross for the backfill and one \$1,000 and one \$50
- Stats were reported. Increase from two years ago
- Personal – raises were allocated for the staff. Motion made and accepted

OLD BUSINESS:

New Building Update

Sign: Outdoor sign – color of the sign panel color for the back board, post and lettering are the trim color and the logo is green.

Children's Room: Janice Davis designs library spaces. Discussion ensued regarding the cost of running the new Library before we could commit to other expenditures.

Friends recognition/appreciation – Thank you Fran and Mildred.

Library Law seminar report was given by Mildred, Terry and Jean

Grand Opening celebration-we will be handling this event ourselves. Town of Mamakating Officials and staff should receive one invitation. Barbara asked the Board to think of people who should be invited. We should have a pre-opening reception for our Donors.

Donor recognition – Agenda item for the November meeting possible Donor tree. Barbara received prices and pictures for donor plaques. Possible costs; \$2,485 for a 100 leaf tree, 10x10 bronze kids reading=\$285 each, and 34 cents per letter engraved. Another design was a card catalog which the Board liked and Barbara will get prices. Mildred will check out the place in Goshen to see what they can provide. Further discussion is needed.

NEW BUSINESS:

Fundraising mailing – Friends will fund the mailing of donation letters up to \$2,000. Jeanne suggested we go to the post office with the addresses and ask them to work with us on doing a mailing because we don't have PO Boxes numbers. Greg will look into the legality of using the patron's addresses.

Retention and Disposition of Records Policy – Adapted by a Roosa-Staats motion.

Art Alliance – Winter fest and possible meeting room use. The Wurtsboro Art Alliance approached Barbara about using the community room to hold their meetings because there is no heat in their building and also asked about the possibility of doing an art show. Greg will make the final decision all in favor

Suggestion was made to buy a Times Herald Record Ad to recognize Billman Ross and all the subcontractors for all their good work. Discussion ensued and we all agreed that it was a good idea.

Trustee Terry Stiano received a call from Morris about selling the Botini building; he would like to give the Library first opportunity to purchase. Terry spoke to Barbara and offered him \$10,000 and thanked him for giving us an opportunity to make an offer.

Nominating for offices for next year – Mildred and Fran volunteered.

Privilege of the Floor – Public Comment

Landscaping/Renaissance – the committee (named above) would like to do the landscaping at the new library; we would need to apply for a grant from the Sullivan Renaissance Committee. Sullivan Renaissance has several projects to improve the community. The Library grant would be to landscape the new grounds of the library and should be written by the Board or the Friends. Deadline is March but Bob would like to get it in as soon as possible. This would also serve to use the library as a center for social participation and to model after the Cornell Cooperative Extension. Greg has volunteered to work with Bob Justus to write the grant. We may also be able to get an intern to help with the watering and planting. Before and after pictures should be taken and submitted and

Lyman advised to not worry about planting now. Seeding will be done at the new library tomorrow but that is not going to be an issue when installing the water system. The Library would be in the running for winning the Renaissance Beautification Contest. The Board unanimously accepted the offer of the Renaissance. Lyman will order the benches. Gary Eckhart donated an original water color for our new Library. With the Renaissance grant the more money that is spent and donate will help the grant process Bob Justus suggested doing a Garden Tour as a fund raiser for the Library.

Barbara closed the public meeting at 9:01 and moved to Executive session

Executive Session

Director Annual Evaluation discussed.

Return to regular session at 9:17

Motion made to give Greg a \$10,000 bonus made by Roosa-Melchionne. All in favor motion carried unanimously.

Meeting adjourned - all in favor motion carried meeting adjourned at 9:19 pm.

Respectively submitted

Mildred Consolo-Melchionne
Board Secretary