

Richfield Springs Public Library  
Board of Trustees Meeting Minutes

January 7, 2019

Present: Alice Mahardy, Michael Marmet, Marjorie Walters, Margaret Woodrow, FaithAnn Young, Kaitlyn Forbes, Harriett Geywitts, Robin Moshier

Michael Marmet called the meeting to order at 3:34 p.m.

Minutes from the previous meeting were reviewed. Alice made a motion to accept the minutes as presented. Margaret seconded the motion. All were in favor. Motion passed.

November 2018 and December 2018 vouchers were reviewed. Marjorie made a motion to accept the vouchers as presented. Margaret seconded the motion. All were in favor. Motion passed.

The Board of Trustees discussed the Village of Richfield Springs auditing the libraries vouchers. After discussion FaithAnn made a motion that for purposes of auditing claims, vouchers will be submitted to the Village Office for review by Village Trustees and for payment no later than five business days prior to the last Village Board Meeting of the month. Alice seconded this motion. All were in favor. Motion passed.

The Board of Trustees discussed the use and setup of the Memorial Room. The Board and the Library Director will be looking at ways to change the existing space to meet the needs of library patrons and the community.

Kaitlyn presented a quote from Imperial Cleaning to clean the carpet in the library. FaithAnn made a motion to have Imperial Cleaning do the work. Margaret seconded the motion. All were in favor. Motion passed.

A discussion of closing the library the day after Thanksgiving for 2019 occurred. FaithAnn made a motion that the library be closed on Friday, November 29, 2019. Margaret seconded the motion. All were in favor. Motion passed.

The Board discussed a new circulation desk being drawn up by Paul Byler. Kaitlyn will contact Paul for new drawings.

Michael will be contacting companies for quotes regarding energy efficiency in the library.

The term limits of the Board of Trustees were reviewed.

Margaret made a motion that Michael continue as president of the Board for 2019, FaithAnn to start the role of vice president of the Board, and for Michael and FaithAnn to be financial officers of the board. Alice seconded this motion. All were in favor. Motion passed.

Willis Monie came and evaluated and bought books from the collection in the Memorial Room. Upon this evaluation scrapbooks from 1890-1910 were found. Margaret made a motion for these scrapbooks to be donated to the Richfield Springs Historical Society. Alice seconded this motion. All were in favor. Motion passed.

At 5:10 p.m. Margaret made a motion to adjourn the Board of Trustees meeting. FaithAnn seconded the motion. All were in favor. Motion passed.