

Richfield Springs Public Library
Board of Trustees Meeting Minutes

March 4, 2019

Present: Alice Mahardy, Michael Marmet, FaithAnn Young, Kaitlyn Forbes, Harriett Geywitts, Jackie Hinckley

Michael Marmet called the meeting to order at 3:39 p.m.

Minutes from the previous meeting were reviewed. FaithAnn made a motion to accept the January 7 and February 4 minutes as presented. Alice seconded the motion. All were in favor. Motion passed.

January and February 2019 vouchers were reviewed. FaithAnn made a motion to accept the financials as presented. Alice seconded. All were in favor. Motion passed.

The Board of Trustees discussed the plans provided by Paul Byler for a circulation desk, as well as a quote from Michael Byler and circulation desks from online providers. The Board of Trustees would like Kaitlyn to confirm with Paul Byler that the desk is modular and the area where the post is going to be will be finished on the interior. Alice made a motion that the Rapensky bequest be used toward the building of a new, modular circulation desk by Paul Byler, as he was the lowest, respectable bidder for the project. FaithAnn seconded the motion. All were in favor. Motion passed. A plaque will be created dedicating the desk to the Rapensky's by Michael.

Kaitlyn now will be emailing or physically mailing board packets one week prior to board meetings for review to all board members.

The Board of Trustees discussed the bus trips. The trip for March was canceled due to lack of participation. Kaitlyn will make a save the date flyer for the NYC trip in November.

Summer Reading was discussed. FaithAnn made a motion to approve proposed purchases for programming and the parade. Alice seconded the motion. All were in favor. Motion passed.

Michael spoke with Mr. Bennett regarding NYSERDA evaluations. He will be meeting with Mr. Bennett in a few weeks to discuss what the library is looking for in terms of energy efficiency.

The Board decided to review and update the Richfield Springs Public Library bylaws at the May 2019 meeting.

The Board discussed the roof leak in the computer area. It was decided that the flashing needed to be replaced 2 feet higher than it is. Michael will be obtaining quotes from roofing companies for this project.

The cleaning of the library was discussed. The library would like to have a new cleaning procedure and will be discussing this more with Mayor Moisher.

The Board of Trustees discussed computer limits and teen area usage. Kaitlyn will continue to work with Four County to get the information about the computer management system. Signs will be posted in the teen area regarding teen usage only.

The 2019-2020 budget was discussed. Kaitlyn has requested that \$2,000 from the L7410.44 (computer/internet) line be moved into the L7410.4 (contractual) line to help support Summer Reading. All other items are to remain the same. Michael and Kaitlyn will meet with Mayor Moisher regarding the budget.

At 5:12PM Alice made a motion to adjourn the meeting. FaithAnn seconded. All were in favor. Motion passed.

Respectfully submitted,

Kaitlyn Forbes