

Springfield Library

Board of Trustees

June 20, 2019 Regular Meeting

MINUTES

Call to Order: 6:55 p.m.

Members Present: Jordan Clements, Dennis Dorn, Rebecca Fitzgerald, Athena Hopkins, Marilyn Marshall, Cheryl Zamelis

Also Present: Echo Weller

President's Report

- Library Assistant Review: Gretchen Miller
 - Told Echo to let Gretchen know that she is accepted to the position
- Library Director Job Description
 - "A Day in the Life" handout from Echo describes a typical Wednesday
 - Average 51 hours of Echo's volunteer time - beginning of the year
 - Average 10 hours of Echo's volunteer time - now (vacations/summertime)
- New Trustee Orientation
 - Handout from Marilyn
- Charter Application
 - We are on the state's radar regarding the charter, budget, etc.
 - Technically, they could shut us down for this
- School Vote Update
 - Setting up meeting with Cherry Valley Board of Trustees, update at next meeting
- Equipment survey is in the works

Financial Report

- Annual Appeal Update
 - In one week, we brought in about \$1,500
 - It cost \$662.57 to send out the annual appeal
- Construction Aid Grant
 - Steve Bachman says electrical should be covered
 - Need three bids: for both desks to receive electrical
- Fine Free Policy
 - Trend for 4CLS is for all the libraries to become fine free
 - This is different than if a book is lost or damaged, which patron must still pay to replace. Auto replacement happens at 6 months.

- Budget
 - Working on a good layout for it to make sense
- Otsego County Soil & Water Conservation District Grant
 - Jordan should have a good idea by end of July about our application
- Chobani Grant
 - Sending in initial request
 - Canada Canopy: Hemp Farmers

Next Meeting: July 22, 2019 at 6:30 p.m.

- **Motion made by Cheryl to adjourn the meeting, seconded by Athena. All in favor.**

Meeting Adjourned: 8:20 p.m.

Minutes recorded and submitted by Rebecca Fitzgerald.