

**CVW Long Lake Public Library**

**BOARD MINUTES**

**Tuesday, April 22, 2014 7:00 pm**

**APPROVED  
MAY 20, 2014**

**ROLL:**

President, Lorrie Hosley	Present
Vice President, Ed Koch	Present
Vice President of Finance, Adele Williams	Present
Secretary, Jules Comeau	Present
Trustee, Marty Friedman	Present

Emily Farr, Library Director  
Sue Kunzmann, Clerk

Dona Hall  
Donna McBride

President Lorrie Hosley called the meeting to order at 7:03 pm

**AGENDA, MINUTES AND EXPENDITURES:**

**Approved:** On Motion by Jules, seconded by Adele, with all in favor of adopting the **Agenda** for the April 22, 2014 meeting

**Approved:** On Motion by Marty, seconded by Ed, with all in favor of approving the **Minutes** of the March 18, 2014 and the April 3, 2014 meetings

**Approved:** On Motion by Ed, seconded by Marty, with all in favor of approving the **Expenditures** for the period March 19, 2014 through April 22, 2014 pending confirmation of the expenditure to Lockrows

**CORRESPONDENCE:**

Sue Kunzmann will send thank you notes in Lorrie's name to Steve Signell and Ed Koch for their donations of coffee and to Jules Comeau for his donation of coffee and chocolate for the Open House

**DIRECTOR'S REPORT:**

Emily reported on the Open House during National Library Week. Over 140 people were in attendance; Sam Keller and Sheri Cook coordinated the Open House and refreshments were provided by Stewart's. Pat Benton allowed the library to use her bunny costume.

The library collected non perishable food items for the Food Pantry in lieu of fines during library week.

The Annual SALS Trustee Dinner will be on Monday, May 19, 2014. The deadline for reservations is May 9, 2014. This year the Trustee of the Year is Lorrie Hosley. SALS donates one dinner to each library, and it was decided that Emily would receive that ticket.

Chris Mundell of SALS attended the latest Broadband meeting, and is waiting for SLIC to respond to his questions. He asked if the library could receive free service.

#### **PRESIDENT'S REPORT:**

**Approved:** On Motion by Jules, seconded by Marty, with all in favor of signing the **Joint Automation Document** from SALS

#### **COMMITTEE REPORTS:**

##### **FINANCE:**

On April 3, 2014, the Board passed a motion to override the tax cap upon the recommendation of Sara Dallas from SALS. The Board has no intention of exceeding the tax cap.

The Board has not increased the budget for three years. This year the vote will be for \$134,130.

**Approved:** On Motion by Lorrie, seconded by Marty, with all in favor of adopting the **Budget** of 138,825.

Adele said that she will be resigning from the Board, and will ask the lawyer when she should resign, since the Legal Notice needs to reflect how many seats are open on the Board.

#### **BUILDINGS AND GROUNDS:**

Ed reported that he and Marty have met with Clark. Ed will look at the Bilco Doors owned by the library, and will send Clark the information he received on the roof snow guards. Ed has not heard any more about the lease.

Chad will be installing the Emergency Switch for the Furnace, and will place a plastic cover over it.

#### **Alarm**

Ed contacted NY Fire and Security to split the cost of the keypad and motion detector. The total cost for both jobs is \$1,282, but if the jobs are split, just the keypad would be \$432 and just the motion detector would be \$1,168 (total of \$1,600). Discussion was tabled until after the budget is decided.

Emily asked Ed to keep the Buildings and Grounds binder up to date.

#### **POLICIES:**

The Board decided that whether or not the library closes during a **Power Outage** would be up to Emily.

Emily said that she would like additional hours on Mondays during the summer for programming and outreach. Summer reading will only be one day this summer, so there would be little additional expense.

The appeal of the ALCA Grant was denied.

#### **FRIENDS:**

Emily and Lorrie discussed whether or not a new **Memorandum of Understanding** is necessary since the two groups complement each other nicely.

**STRATEGIC PLANNING:**

Sue Lombardi has had an operation, but will email the Draft to Adele.

A **survey** about the library's best plan for the future will be combined with the survey by the Town about Broadband. Marty is drafting the questions for our portion of the survey.

Belleville & Associates has asked to use the library for educational seminars and to meet with clients. It was decided not to let a private business use the library for that purpose. The Geiger center is available for that purpose, and if the library lets one company use the building, they would have to allow use by anyone asking.

**OTHER BUSINESS:**

**Approved:** On Motion by Marty, seconded by Adele, with all in favor of setting the **Election Date** as Tuesday, June, 17, 2014 from 2:00 pm until 8:00 pm. Emily will ask the lawyer to prepare the Legal Notice for the newspapers. The notices must appear 4 times before the election.

Jules and Marty will draft a paragraph to appear above the proposed Budget for the Budget Notice to be sent to residents.

**Adjournment:** On motion by Ed, seconded by Lorrie, with all in favor, the Board adjourned at 9:00 pm

**Next Meeting:**            **Tuesday, May 20, 2014 at 7:00 pm**  
                                 **Election Date, Tuesday, June 17, 2014 2:00 – 8:00 pm**  
                                 **Board Meeting : Tuesday, June 17, 2014 at 8:00 pm**