

CVW Long Lake Public Library

BOARD MINUTES

Tuesday, August 21, 2018 7:00 pm

APPROVED
SEPTEMBER 18, 2018

ROLL:

President, Tom Schail	Present
Vice President, Bob Dechene	Present
Vice President of Finance, Jules Comeau	Present
Secretary, Bill Sandiford	Absent
Trustee, Rick Paula	Present

Christine LaRocque, Library Director
Sue Kunzmann, Clerk

Bob Tice

President Tom Scahill called the meeting to order at 7:00 pm

AGENDA, MINUTES AND EXPENDITURES:

Approved: On Motion by Jules, seconded by Rick with all in favor of adopting the **Agenda** for the August 21, 2018 meeting

Approved: On Motion by Bob, seconded by Rick, with all in favor of approving the **Minutes** of the July 17, 2018 meeting

Approved: On Motion by Jules, seconded by Bob, with all in favor of approving the **Expenditures** for the period July 18, 2018 through August 21, 2018

CORRESPONDENCE:

Thank you notes were sent to Kurt & Pat Birkenmaier for their donation of \$25, to M Patinelli-Dubay for her donation of books to the Friends and to Ann Silliman Lofting for her donation of \$75.

PRESIDENT'S REPORT:

Tom thanked the Board for electing him President

Tom then went on to discuss the necessity of the Board to evaluate the Library Director, and noted that Christine has passed the Civil Service Exam. Director Evaluation keeps communication open between the Board and Director, reinforces confidence and engenders cooperation. It also fulfills Library Policy and Trustee Responsibility.

Jules, Tom and Christine will determine the template to be used to perform the evaluation.

DIRECTOR'S REPORT:

Christine reported on the following programs:

Summer Reading Program – the finale was a Puppet Show with 40 people attending

Writers Workshop with Gail Huntley – the finale was an Open Mic on August 7, 2018

Children's Opera was held on July 30, 2018
Gibson Brothers concert was held on August 5, 2018. Ticket sales totaled \$3200
Christine attended the Library Space Planning Workshop at Paul Smith's on July 24, 2018

The final NCPR North Country at Work Program will be held on August 25, 2018 from 6:00 until 8:00 and will be a story slam.

She also said that Sue Svoboda has completed the NYS Comptroller's Report

The Library Construction Aid for 2017-18 has been approved with \$43,629 for our library for mobile stacks and carrels and lighting

COMMITTEE REPORTS:

PERSONNEL:

Jules and Christine will bring a proposal for raises for the staff to the Board.

BUILDINGS & GROUNDS:

Tom reported that the work on the columns has begun and that he has the estimate to repair the damage to the building from the automobile accident.

Tom is planning to run electricity to the raised bed gardens.

FRIENDS:

Christine read the report from Sharon Faulkner. The Book Sale on August 11, 2018 raised \$1705. Sharon did not think sales were lost as a result of only having the book sale on one day. The Garage Sale on the same day raised \$2215, for a total of \$3920. Sharon thanked Bob Tice and the Board for all the help. The Friends would like library staff to help sort books in the future.

LONG RANGE & STRATEGIC PLANNING:

Bob reported that he, Rick and Christine have reviewed and discussed the architectural plans and costs of a proposed addition and improvements to the library. Bob said that the work would be done in stages because grant money is necessary to accomplish the goals.

Bob, Rick and Christine then met with Jules and Bill.

OTHER BUSINESS:

Approved: On Motion by Jules, seconded by Bob, with all in favor of going into **Executive Session** at 7:50 pm, to discuss a contractual personnel matter

Approved: On Motion by Jules, seconded by Rick, with all in favor of going into **Open Session** at 8:35 pm

Next Meeting: Tuesday, September 18, 2018 at 7:00 pm

Adjournment: On Motion by Bob, seconded by Tom, with all in favor, the Board adjourned at 8:36 pm