

**CVW Long Lake Public Library**

**BOARD MINUTES**

**Tuesday, May 19, 2015 8:00 pm**

**APPROVED  
JUNE 16, 2015**

**ROLL:**

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

Christine LaRocque, Library Manager  
Sue Kunzmann, Clerk

Bob Tice  
Brian Castler

President Lorrie Hosley called the meeting to order at 8:00 pm

**AGENDA, MINUTES AND EXPENDITURES:**

**Approved:** On Motion by Tom, seconded by Marty, with all in favor of adopting the **Agenda** for the May 19, 2015 meeting

**Approved:** On Motion by Jules, seconded by Marty, with all in favor of approving the **Minutes** of the April 21, 2015 meeting

**Approved:** On Motion by Jules, seconded by Marty, with all in favor of approving the **Expenditures** for the period April 22, 2015 through May 19, 2015

**CORRESPONDENCE:**

**Ray Martin:**

Copies of Lorrie's letter to Ray Martin detailing the relationship were distributed. A visit by Ray to the Board will be scheduled once the new Board is seated.

**Masons:**

Jim Swedberg sent a letter to the library asking that new keys be made for the basement entrance. The Board agreed to let Ed handle this item.

Thank you notes were sent in Lorrie's name to Duane Finch for his work welding the railing, and to the Long Lake CSD Faculty Association for their donation of \$147 to the library from their "Jeans Day"

**MANAGER'S REPORT:**

Christine said that the library is going "green" where possible. Two sided printing will be utilized, and recycling bins have been ordered.

Christine has reduced the number of rugs placed by Unifirst for the summer months, and will renegotiate the contract.

Bob Tice has worked diligently to landscape outside seating areas under the eaves so people are able to use wi-fi even when the building is not open. The Book Discussion group will be donating a garden bench for the area.

John Hosley has been mowing the lawn at the library, and a string trimmer will be ordered. Christine would like to order a Core trimmer for \$279.

Duane Finch has welded the railing and suggested that it be painted a darker color so the rust will not reappear as quickly.

At the Trustee meeting last evening, the group attending won the trivia contest and were awarded with \$60 in Amazon gift cards.

Christine would like to ask the Friends to purchase a new vacuum cleaner. The Friends will donate \$500 toward the display in Emily's honor, and will purchase the supplies used for the mural project.

A mini grant in the amount of \$425 has been received by the Ezra Keats Foundation for a poetry project for children

NYSEG still has not completed the re-lighting project

Donna Adams will be teaching children how to knit on Saturdays. The funding for the project will be from the Stewart's grant

The Seagle Colony will be performing the Ugly Duckling this summer

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

The status of the grant for the air conditioning will be known sometime in June

#### **COMMITTEE REPORTS:**

##### **STRATEGIC PLANNING:**

Marty gave a few more details about the plan: The library will serve as a communications hub for the community utilizing a database of grouped email addresses, by subscription. There will be a policy defining appropriate content. Dispatches will be addressed to the library and the recipients will be addressed as bcc. Recipients will reply with comments that will be received by the library alone and retransmitted by the library to the group.

**Approved:** On Motion by Marty, seconded by Jules, with all in favor except Lorrie of approving the **Switchboard Concept**

Marty will work with Christine to coordinate the project. A campaign to enroll interested people will be started. The software will cost less than \$100.

**Approved:** On Motion by Marty, seconded by Jules, with all in favor of approving the purchase of a **videocamera** for \$300 and a tripod for \$50. The \$60 in Amazon gift cards will be used for a portion of the cost of the camera.

Marty reported that he, Ed and Jim Swedberg of the Masons met. The Masons do not want to move or share their space upstairs.

At this time, it is not known what plans the Town has for the space presently occupied by the Firehouse.

**FINANCE:**

Jules reported that a separate account for computer replacement is not necessary. Each year \$2000 will be placed in the budget for computer replacement. The fund will equal the \$6000 needed every 3 years.

**PERSONNEL:**

Summer hours will begin on June 1.

**BUILDINGS & GROUNDS:**

**Bathroom Fan:**

Christine has attempted to obtain 2 additional quotes without success. At the same time the fan is installed the electrician should be utilized to install a light in the basement and to determine if the panel boxes are correct. The box upstairs in the Masons area should have a separate disconnect.

**Approved:** On Motion by Ed, seconded by Jules, with all in favor of authorizing Ed to hire Tim Lang of CDE Electric to complete the **Bathroom fan and panel box work.**

**Basement Door:**

Ed will speak with John Hosley about the door

**Light Timers and Motion Detector:**

Ed and Tom will work on these items

**Landscaping:**

Bob Tice will set a "work" date

**Railings:**

Christine will investigate what we should do about painting the railings. Marty wondered if a plastidip would work.

**Concrete:**

Ed said that the concrete in the front of the building is eroding and the cultured stones are falling off.

**Lease:**

Ed and Marty reported that the Masons are willing to let the Town give the title to the building to the library. The Masons want exclusive use of the second floor. In the future, if the library no longer wanted the building, the title would revert back to the Town.

The Town would include \$20,000 each year for 10 years for the library.

Clark will discuss this with the Town Attorney and begin the process to prepare and submit a proposal to the Masonic Lodge and to the Library for review and acceptance.

**PROGRAM:**

Christine reported that the work on the mural is progressing well. The reception will be July 17.

Christine is working on the "Check This Out" summer program pamphlet.

**OTHER BUSINESS:****Display in Emily's Honor:**

A reception for the opening of the display in Emily's honor will be June 20. Marty has ordered an acrylic book for the display case to explain the display. Lorrie will ask Emily to attend.

**Election Petitions:**

Petitions have been received from Tom Scahill, Brian Castler and Abbie Verner

**Newsletter:**

Christine is working on the newsletter, which will go out early June

**Next Meeting: Tuesday, June 16, 2015 at 7:00 pm**

**Adjournment:** On Motion by Ed, seconded by Tom, with all in favor, the Board adjourned at 10:05 pm