

**CVW Long Lake Public Library**

**BOARD MINUTES**

**Tuesday, May 20, 2014 7:00 pm**

**APPROVED  
JUNE 17, 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  
Christine LaRocque  
Tom Scahill

President Lorrie Hosley called the meeting to order at 7:00 pm

**AGENDA, MINUTES AND EXPENDITURES:**

**Approved:** On Motion by Ed, seconded by Marty, with all in favor of adopting the **Agenda** for the May 20, 2014 meeting

**Approved:** On Motion by Jules, seconded by Marty, with all in favor of approving the **Minutes** of the April 22, 2014 and the April 23, 2014 meetings

**Approved:** On Motion by Jules, seconded by Adele, with all in favor of approving the **Expenditures** for the period April 23, 2014 through May 20, 2014

**CORRESPONDENCE:**

Sue Kunzmann will send a thank you note in Lorrie's name to Clark Seaman for the 2014 **Hamilton County Aid** payment of \$2,531

Emily read a thank you from the **Good Samaritans** for the library's donation to the food pantry.

**DIRECTOR'S REPORT:**

The **SALS Annual Meeting** was held last night and 160 people were in attendance. The CVW Long Lake Public Library received \$250 in SALS credit for staff and trustee development. Lorrie Hosley was named Trustee of the Year.

**COMMITTEE REPORTS:**

**FINANCE:**

The cost to update Quickbooks is \$395.18. The library added Hired and Non Owned Auto Liability coverage to the insurance policy for \$192.

## **BUILDINGS AND GROUNDS:**

Ed and Marty have not been able to meet with Clark

### **Alarm**

**Approved:** On Motion by Lorrie, seconded by Ed, with all in favor of approving the expenditure of \$1,282 to New York Fire & Security for the installation of **motion detectors and a wireless keypad**. Ed will contact them to set up the installation of both.

The **window** above the front door has cracked. Ed will inform Clark

## **PROGRAM:**

Emily reported that the library will have a float in the Memorial Day parade to promote the summer reading program of Fizz Boom Read. Magnifying glasses with the "Check This Out" list of summer activities will be passed out during the parade.

Marty reported that Alex Roalsvig told him that the Town will not be adding the questions from the library to the survey the Town is mailing out since her committee does not want to reopen the discussion about what questions to ask on the survey. A stand-alone library survey probably would not be cost effective.

Other suggestions to determine what people think were:

Suggestion Box

Questionnaire given to participants after each program

Emily said that the Computer Classes that Sally Long conducted brought people to the library that normally do not participate in library programs. Emily also said that she feels there is a need for more computer classes.

## **FRIENDS:**

Dona Hall said that the Friends Newsletter was mailed today. At the last meeting of the Friends, the Memorandum of Understanding was discussed. Mary Ann will meet with Emily and Lorrie to discuss it. The Friends will have a raffle again this year.

Dona is the official liaison between the Friends and the Library Board.

## **STRATEGIC PLANNING:**

Adele said that when she resigns from the Board, she will not be able to continue as the Chair of the Strategic Planning Committee. Adele's plan is to prepare a letter on June 1, 2014, with her resignation to be effective June 30, 2014. The Board would then appoint a person to fill her seat on the Board.

## **OTHER BUSINESS:**

Jules Comeau and Marty Friedman have delivered their nominating petitions to run for the Library Board of Trustees.

**Approved:** On Motion by Jules, seconded by Marty, with all in favor of mailing the **Newsletter** as presented to boxholders of Long Lake during the first seven days of June, and approving the expense of mailing the newsletter

## **PUBLIC EXPRESSION:**

Dona Hall asked that a note be sent to the school to thank them for showing their artwork in the library.

**Adjournment:** On motion by Lorrie, seconded by Ed, with all in favor, the Board adjourned at 8:05 pm

**Next Meetings: Tuesday, June 17, 2014 at 8:00 pm (after the Election, which is 2:00 – 8:00)**

**Tuesday, July 15, 2014 at 7:00 pm**