

CVW Long Lake Public Library

BOARD MINUTES

Tuesday, November 15, 2016 7:00 pm

**APPROVED
DECEMBER 20, 2016**

ROLL:

President, Ed Koch	Absent
Vice President, Tom Scahill	Present
Vice President of Finance, Jules Comeau	Present
Secretary, Patty Farrell	Present
Trustee, Abbie Verner	Present

Christine LaRocque, Library Manager
Sue Kunzmann, Clerk

Brian Castler
Kathy Duffendack

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

AGENDA, MINUTES AND EXPENDITURES:

Approved: On Motion by Jules, seconded by Abbie, with all in favor of adopting the **Agenda** for the November 15, 2016 meeting

Approved: On Motion by Jules, seconded by Tom, with all in favor of approving the **Minutes** of the October 18, 2016 meeting with one change – the name of the volunteer has been eliminated from the minutes.

Approved: On Motion by Jules, seconded by Patty, with all in favor of approving the **Expenditures** for the period October 19, 2016 through November 15, 2016

Jules said he looked at the invoices last week. He did suggest that the money for the John Muir T-shirts be deposited weekly.

MANAGER'S REPORT:

Christine said that she attended the NYLA Conference from November 2 – 5, 2016. Christine discussed additional storage space and front door replacement with an architect

She will be attending a meeting on November 16, 2016 about a mini grant. The architect's fee would be covered by this grant, with the work to be submitted for a NYS Construction Grant.

Christine has submitted the paperwork for the ALCA Decentralization Grant.

The Love Letters performance on October 21, 2016 was well attended and well received.

Christine and others will be starting the mural in the solarium. The cost will be covered by a grant from the Hamilton County Historian, Dr. Eliza Darling. Our mural will be similar to the WPA murals, and will depict mining and logging.

Christine read a letter from Hugh Farley thanking the library for being a member of NYLA. He attached a resolution from NYLA which stated that a NYLA Advocacy Award has been named after him.

She then thanked the library staff for handling everything while she was at the conference, Bob Tice for cleaning up the landscaping plants and putting the outdoor furniture away, and Bill Sandiford for loaning scaffolding to the library for the use of the mural painters.

COMMITTEE REPORTS:

FINANCE:

Approved: On Motion by Jules, seconded by Patty, with all in favor of approving the transferring of \$2,000 from the Operating Account to the **Computer Account** to partially fund the cost of computers when they need replacement. This amount is budgeted each year.

He said that the library has received the first tax installment of \$77,334.28 from the school.

BUILDINGS & GROUNDS:

Tom brought a quote for \$2,953 for a new front door. Patty suggested contacting Murphy Lumber, who would deliver.

Christine will ask the Town to contribute toward or fund new doors.

Tom said that the dehumidifier in the basement no longer works. Christine will contact the Town.

POLICIES:

A new page with the revisions to the Public Expression Policy in the policy handbook was distributed.

Approved: On Motion by Patty, seconded by Jules, with all in favor of changing the procedure for the distribution of the **Draft Minutes** from the present procedure (The Clerk of the Board sends the Draft to the Board Secretary, and after his/her approval, sends them to the Board President for his/her approval, and then they are distributed to the entire Board) to having the Clerk of the Board send the Draft Minutes to all Board Members when they are complete. Changes may be made prior to approval at the next meeting.

PROGRAM:

Christine has applied for a grant for the Café Livre performances in 2017. The first will be in December, and will feature the Adirondack Gypsies on December 3, 2016.

She will be ordering Café Livre T-shirts from Stacked Graphics.

Christine is working on the Children's Summer Reading Program for 2017. She will investigate the availability of lunches through New York State, and also if transportation is available.

FRIENDS:

Patty said that she attended the Friends meeting this morning, and told them how much the library appreciates all they do. They will be sending a representative to the Board meetings, and will rotate that duty. The Friends would like requests for money to come from the Board.

Patty also suggested that the library let the public know what the Friends have funded.

Many times, the Friends provide the money needed to apply for grants.

The Friends have two fundraisers coming up – the Ladies Luncheon and the Tree & Wreath Sale.

OTHER BUSINESS:

A Thinking of You card was sent to long time volunteer, Marge LaRocque.

PUBLIC EXPRESSION:

Brian Castler commended the Board for being open and transparent. He also suggested that the Board contact a Contractor in addition to an Architect for the storage area.

Next Meeting: Tuesday, December 20, 2016 at 7:00 pm

Christine will not be available, but will try to Skype.

Adjournment: On Motion by Jules, seconded by Patty, with all in favor, the Board adjourned at 8:50 pm