

**CVW Long Lake Public Library**

**BOARD MINUTES**

**Tuesday, October 17, 2017 7:00 pm**

**APPROVED  
NOVEMBER 21, 2017**

**ROLL:**

President, Ed Koch	Present
Vice President, Tom Scahill	Present
Vice President of Finance, Jules Comeau	Present
Secretary, Bill Sandiford	Present
Trustee, Bob Dechene	Present

Christine LaRocque, Library Director  
Sue Kunzmann, Clerk

Brian Dukett, Employee of Raymond Martin CPA  
Susan Svoboda, Auditor

Brian Castler  
Mike Farrell  
Sharon Faulkner

President Ed Koch called the meeting to order at 7:00 pm

**AGENDA, MINUTES AND EXPENDITURES:**

**Approved:** On Motion by Jules, seconded by Tom, with all in favor of adopting the **Agenda** for the October 17, 2017 meeting

**Approved:** On Motion by Tom, seconded by Jules, with all in favor of approving the **Minutes** of the September 19, 2017 meeting

**Approved:** On Motion by Jules, seconded by Tom, with all in favor of approving the **Expenditures** for the period September 20, 2017 through October 17, 2017

**APPOINTMENT:**

**Approved:** On Motion by Tom, seconded by Bill, with all in favor except Jules who voted nay, of Appointing Robert Dechene to the Board until June 30, 2018.

Ed welcomed Bob to the Board.

**COMPTROLLER'S REPORT:**

Brian D and Sue S talked about the 2016 and 2017 Comptroller's Reports. The reports are due 60 days after the end of the fiscal year. Sue submits the reports as a part of her audit, and does not charge extra for that service. If Ray Martin's office were to complete the report, the additional charge would be about \$1000.

The Comptroller's office contacted Ray Martin's office last year to discuss the 2016 Report, and corrections were made. The 2017 Report was corrected prior to the report being assigned to an examiner.

Ray Martin's office has billed the library for the additional work they have done to correct the Comptroller's Reports. Sue said she would contribute toward those additional costs.

Since Ray Martin's office signs the report, Brian would like to review it prior to submission to the Comptroller's office. Brian will also attach the Audit once Sue completes it.

**CORRESPONDENCE:**

A thank you note was sent to Jim Tedisco for the \$4,000 Bullet Aid to the library. A note from both the library and the Friends was sent to Linda Lee Johnson for her donations to the Friends Book Sale.

**PRESIDENT'S REPORT:**

Ed read a note from Richard Winn.

# Director's Report

October 17, 2017

In response to the letter to the editor found in three newspapers, the Hamilton County Express, the Tupper Lake Free Press, & the Post Star, which had erroneous and skewed (definition: make biased or distorted in a way that is regarded as inaccurate, unfair, or misleading) claims, this Director's Report will help clarify the transparent and responsible management of this institution.

The letter first asked how the budget grew from \$60,000 to \$150,000. \$60,000 is not a figure that is pertinent to the Long Lake Public Library as it became a different entity in 2011 when it was chartered. I have just finished my 3rd year as Director, so I am not aware of how the increase was initially justified. This year's tax levy is \$145,306, and all increases since 2011 have been small and normally within the tax cap. For a homeowner with a house assessed at \$150,000, the tax amount at .238%, would be \$35.70.

Considering that Mike Farrell taught English for 35 years, he would understand the importance of context, yet his letter appeared to be from just any concerned citizen, omitting that he is the husband of a board member who had quit the previous month. As an English teacher, he would know that research is vital to good writing. His letter shows no evidence of research since his statements were not accurate, something which could have been easily rectified by asking questions of the Director or the Board of Trustees.

We do not stint on programming, some of our events from the past year include:

## Children's Programs

- New room, with emphasis on celebrating the local heritage
- Books arranged according to topic, rather than author
- Café Livre Coffeehouse series
- Adirondack Kids Program with LLCS
- Camp Readmore frequent visitor incentive
- 46er Reading incentive
- Children's Opera
- Summer Reading Program
- Square Dance to celebrate end of Summer Reading (for entire family)

## Adult Programs

- Café Livre Coffeehouse series (5 programs)
- Long Lake Book Discussion, 1 per month
- Mural opening
- Poetry event with Hamilton County Soil and Water
- Love Letters, dramatic performance
- The Gibson Brothers show
- Scrubby Workshop
- Jewelry Workshop
- Art exhibits and receptions
- Displays
- Jamie Sutliff event

Café Livre Coffeehouse series was mostly funded from the Decentralization Program, a regrant program of the New York State Council on the Arts as well as donations and programming funds. We are mandated by SALS to have programming in accordance with our mission.

The Director's "boyfriend," Ed Lowman, is a professional musician who has received a TAUNY award, has run the Square Dance program in Schroon Lake for 39 years (with 100s in attendance every Wed. evening in the summer), has performed at Proctors, many libraries, Caffé Lena, Greyfox, Camp Sagamore, the Mohonk House, Camp Val-kill, at the Saratoga "Flurry" festival, and so much more. The Café Livre series was partially funded by the DEC grant, as mentioned, and it had to be approved by *their* grant panel. All the expenses were approved by the entire library board as seen in January, March, and April 2017 minutes. It should be noted that Ed Lowman donated time and materials for an alteration to the lean-to, 20+ hours on construction of a raised-bed garden, he rented the sound system and payed for and cooked the food for the Gibson Brothers (something mandated in their contract).

The raised-bed gardens were a way for the library to improve the community. Following a winter where the funds budgeted for heating were not fully used, the idea for a garden was conceived. We realize that some in the community do not use the library, so it was a gesture to beautify our corner for all to appreciate. The expenditure for the materials was approved unanimously at the June 20, 2017 meeting. The library did consult with the town, as can be noted in a letter from the supervisor available in the correspondence binder.

The chairs that were purchased for the community table (not strictly a conference table), were funded by a bullet-aid grant through Hugh Farley, a great champion of libraries. The chairs were purchased locally and approved unanimously as an expenditure at the June 20, 2017 meeting.

As was discussed at many meetings, the increase in pay was a way to bring wages to a level commensurate with wages offered by the town, local businesses, living wage calculators, and other libraries. It was a one-time adjustment, and future increases will be in keeping with traditional raises. The wage increases were accommodated by the budgeted amount, and approved by the board on August 15, 2017.

The fund balance is necessary in the library because we operate on a July– June fiscal year and we do not collect tax funds until late fall (typically October– November). We need to have some reserve funds to pay bills from July until that time.

There are a series of checks and balances in place at the library to ensure proper use of taxpayer funds. All expenditures must be approved by the board. All checks are generated by our treasurer, who is not on the board or part of staff. There is no way for the Director to operate in secret, and it is insulting to infer that the board is complicit in fiduciary malfeasance.

*The mission of the CVW Long Lake Public Library is to support life-long learning and to help meet the day-to-day educational, informational, cultural, and recreational needs of the people in our service area by assembling and providing print, electronic, media, and other materials and encouraging use of the library and its collections, programs, and resources.*

We have striven diligently and successfully to meet the original mission of the CVW Long Lake Public Library. We have nothing to hide, rather, we are happy to discuss all matters, disclose all documents, and answer all questions. I have worked very hard, and will continue, to make the library a friendly, engaging, exciting, and wonderful place to visit.

Christine also said that she will not be pursuing a DEC Grant for Café Livre; she will be applying for the grant for children to complete a history quilt.

**FRIENDS:**

Sharon said the Friend's will support the Community History Quilt program with a \$1000.00 commitment.

The Friends are also looking into sponsorship of a couple Café Livre performances in order to continue the events.

**COMMITTEE REPORTS:**

**FINANCE:**

Jules said that tax proceeds will be received in either October or November

**BUILDINGS & GROUNDS:**

Tom reported that 3 pallets of stone have been moved off the root system of the apple tree donated by Brian Farr. Marty LaPlant may move the other pallets, if requested.

**POLICIES:**

The page to be inserted in the Policy Handbook with the Budget Transfer Policy was distributed.

**PROGRAM:**

Bill was appointed to the Committee.

**OTHER BUSINESS:**

Ed said that he would like to review the Bylaws at the next meeting.

**Next Meeting: Tuesday, November 21, 2017 at 7:00 pm**

**Adjournment:** On Motion by Jules, seconded by Tom, with all in favor, the Board adjourned at 7:56 pm