

**DEPAUVILLE FREE LIBRARY**  
**BOARD OF TRUSTEE MINUTES**

December 6, 2018

Present: Karen Lago, Jan Larrow, Gail Egeressey, Phil Pond, Keitha Haas, Tresa Forkey, Amber Forkey, Linda Brewer  
Absent: Shannon Martinez, Stephanie Patton, Teresa Gallup

**CALL TO ORDER:** Meeting called to order at 3:05pm by Tresa Forkey.

**APPROVAL OF MINUTES:** Karen Lago asked if all members had the chance to review the minutes from the November 2018 meeting. Amber Forkey moved to approve the minutes, motion seconded by Jan Larrow. Motion carried.

**APPROVAL OF TREASURER’S REPORT:** Tresa Forkey made a motion to review treasurer’s report. Motion carried. Karen Lago asked if anyone noticed any discrepancies or if they had any questions. Amber Forkey made motion to approve the treasurer’s report, Keitha Haas seconded. Motion carried.

Treasurer’s Report

Bank Balance (as of 12/1): \$9,966.18  
Major Expenses (excluding salaries and books): \$165 (Annual Movie License fee)  
Income: \$150 (private donation), \$250 (Holiday Wreath Lottery Raffle), \$30 (Depauville history book sales),  
\$16 (Flash drive sales)

**DIRECTOR’S REPORT:**

- Program attendance was once again strong in November with Story Times here and on the Road lead with 48 participants.
- Our social media presence continues to remain strong on Facebook. We have reached nearly 6,000 people in November.

Program Attendance in November

Story Times here and on the road	48
Tutoring	17
Library Board Meeting	8
Model Railroad Club	22
Chess Club	16
Anime Club	4
Quilters	6
Book Club	4
Second Saturday Cinema	8
Joyce Gould Thanksgiving craft	9
Sewing group	7
Writers Group	8
BB Crafters	9

Facebook Stats for November

Likes  
420

Posts  
19

Reach  
5659

Engaged Users  
382

**OLD BUSINESS:**

- Inventory of Library property: Jan Larrow created a video and Excel inventory; Mary from Reinman's came by and gave replacement value.
- Town's decision regarding snow removal at the library- we are still waiting for a response.
- Jefferson County Funding- DFL sent letter on 8/20 to Hawn requesting they vote on a 40/60 split. Hawn's offer: a split based on IT expenditures. Our NCLS consultant, Paulette Roes, gave Hawn our counter offer (to include the IT stats with the others, still came to a little more than 40 and a little less than 60) but Hawn has not responded as of this meeting.
- Bill Blance will finish the front door repair project but the paperback book shelving unit planned for downstairs is on hold.
- Health insurance is being looked into for the next library director on an ongoing basis.

**NEW BUSINESS:**

- Our booth at the Depauville Fire Hall craft show did very well. The fee for the table was \$15 and we made a total of \$235.
- Trustees, as well as staff, are required to participate in a sexual harassment training. A video on this subject will be used.
- The library has a few events in the works that are still being planned out for the 2019 season including a civics class that will be hosted at the Depauville Free Library.

**MOTION TO ADJOURN:** Tresa Forkey requested a motion to adjourn, all trustees in favor. Meeting adjourned at 3:55pm.

The next meeting of the Board of Trustees will be held on March 5<sup>th</sup> at 3:00.