

**DEPAUVILLE FREE LIBRARY
BOARD OF TRUSTEE MINUTES
APRIL 11, 2019**

PRESENT: Karen Lago Jan Larrow
Tresa Forkey Teresa Gallup
Gail Egeressey Amber Forkey
Keitha Haas

ABSENT: Phil Pond
Ken Knapp
Shannon Martinez

CALL TO ORDER: Meeting called to order at 3:23pm by Tresa F.

APPROVAL OF MINUTES: Tresa F. made a motion to approve the March 2018 meeting minutes. No corrections needed. Jan seconded, motion carried.

TRESURER'S REPORT:

Bank Balance (as of 3/29/): \$64,748.71

Major Expenses (excluding salaries and books): \$577 (Worker's Comp with new company), \$863 (D&O Insurance), \$273.06 (Disability with new company).

Income: \$500 (Clayton Rotary), \$30 (Saturday Cinema donations)

DIRECTOR'S REPORT:

Program Attendance in March:

Story Times Here and on the Road	33
Tutoring	17
Library Board Meeting	7
Model Railroad Club	19
Chess Club	20
Quilters Club	3
Book Club	5
Second Saturday Cinema	13
Dani Baker on Groundcovers	14
Seed Sorting Get Togethers	7
Alzheimer's Meeting	4
Writers Group	9
BB Crafters	3
Nature Talk: Dr. Sara Ashpole on Turtles	57

Facebook Stats for March

Likes	Posts	Reach	Engaged Users
431	54	27,650	2,487

Upcoming Programs/ Events:

Model Railroad Club meets every Tuesday at 3:30
Chess Club meets two Tuesdays a month at 5:30
Quilters Group meets two Tuesday mornings each month

4/11 Understanding and Responding to Dementia Related Behaviors, 4:00-5:30pm
4/13 Carmen D'Avino Second Saturday Cinema: *The Triplets of Belleville*, 4:00pm
4/27 Nature Talk at Noon: Jennifer Lauzon, "Trash Talk: Curbing Our Take and Trash Economy"
5/8 Joyce Gould's Mother's Day Card Workshop, 6:00pm
5/9 Effective Communication Strategies w/ Alzheimer's Patients, 4:00-5:00pm
5/11 Carmen D'Avino Second Saturday Cinema: *Hitchcock/Truffaut*, 7:00pm
5/21 School Tax Ballot Vote
5/24 Screening of the Film, House of Stronzo, 7:00pm
6/8 Carmen D'Avino Second Saturday Cinema: *Song of the Sea*, 7:00pm
6/8 Wilson Stevenson, 1:00-3:00pm
6/21 Dr. Charles Driscoll Jr., Syracuse University, on Climate Change, 6:00pm
7/12 Invasive Species Awareness Week: Two Films, 5:30 & 7:00pm
8/10 Carmen D'Avino Second Saturday Cinema: *The Public*, 7:00pm
9/7 Covered in Color: Chalk Art on the Docks with guest artist, David Zinn, 8:30-12:00pm
9/? Summer Squeeze
10/12 Carmen D'Avino Second Saturday Cinema: *Isle of Dogs*, 4:00pm
11/9 Carmen D'Avino Second Saturday Cinema: *Computer Chess*, 4:00pm
12/14 Carmen D'Avino Second Saturday Cinema: *Following the Ninth*, 4:00pm

UNFINISHED BUSINESS:

Insurance: Inventory of Library property by Mary Heyman valued at \$26,845 and insurance on the Knapp Collection on loan to the library now in place. We chose to pass on the cyber hacking insurance offer that was sent to us (\$100 for \$100,000 worth of coverage) but Karen L. switched carriers for disability and workers comp from the ones assigned to us by Paychex to carriers handled by Cerow Agency.

Depauville's Suffrage Petition: For the State's Heritage Trail...work in progress still.

Smart School's Bond Act: Through the TI School District...hopefully money for hot spots.

Jefferson County Funding: DFL sent letter on 8/20 to Hawn requesting they bring to resolution this issue by voting at their next board meeting on a 40/60 split. Hawn's reply was proposing the split based solely on IT expenditures. We countered suggesting that IT be included in the other statistics, which then tallied, underscores the correctness of a 40/60 split. No word from Hawn as of this date.

Maintenance: Broken screen on downstairs bathroom window. The on-demand hot water still not working properly. Woodley Dee looked at the Trane Unit in the Community Room, checked the settings, cleaned the air filters, and it is working again. The water dispenser was leaking badly and the town said it would replace it.

Health Insurance for the Next Library Director: A possible yearly stipend to cover a portion of the cost.

Seed Library Greenhouse: The Town removed the gravel that was delivered by Bach & Co. due to it being the wrong material ... we asked for crushed stone. They dug a footer, and put down and tamped a gravel/sand mix so the foundation for the greenhouse is prepped.

Talking is Teaching Grant: Received \$500 from NCLS for an event to promote the national Talking is Teaching campaign. Our event will be held on Tuesday, July 30. We have bought children's books to be handed out to kids, The Scoop will provide cookies, and Regi Carpenter will be on hand to entertain with her stories.

Greenhouse Use Policy: We need to establish a policy for who may use it, how much shelf space can they utilize, for what and how long. Policy is currently in development.

NEW BUSINESS:

Completion of Taxes: Completed and mailed in our 990-EZ tax return.

Volunteers for Automation: NCLS will contact us to set up training for barcoding in early May. They will be coming in to train for 1 day and will then give us 10 hours of assistance barcoding afterwards.

Board Member Resignation: Linda Brewer and Stephanie Patton have resigned from the Board, effective this date. A motion was made, seconded, and unanimously passed to reduce the number of voting members of library trustees to seven (7). The Board's bylaws will be amended to reflect this vote.

Tory Wanting More Hours: Tory has inquired about working more hours. We are looking into ways that we can set aside more money to pay her. If we could get the front railing cost down, that would allow us to set more money aside for Reading Recovery/Tutoring.

Sexual Harassment Training: Video training to be held in April by Town. Alicia will let us know the dates. This training needs to be in person so that questions may be asked by attendees.

Social Media Policy: We will now be operating with a new social media policy going forward. Jan L. made a motion to approve the policy, Gail E. seconded. Motion carried.

Events in the Works:

Civics Class- Karen L. is working on this in her spare time.

TIME AND DATE OF NEXT MEETING: May 2, 2019 at 3:00pm

MOTION TO ADJOURN: The motion to adjourn meeting at 4:30pm was made by Amber F. and seconded by Tresa F., motion carried.

Amber Forkey
Recording Secretary