

**DEPAUVILLE FREE LIBRARY  
BOARD OF TRUSTEE MINUTES  
July 2, 2019**

**PRESENT:** Karen Lago  
Tresa Forkey  
Gail Egeressey  
Amber Forkey

Ken Knapp  
Teresa Gallup  
Phil Pond

**ABSENT:** Shannon Martinez  
Keitha Haas  
Jan Larrow

**CALL TO ORDER:** Meeting called to order at 3:04pm by Tresa F.

**APPROVAL OF MINUTES:** Due to the secretary's absence at the June meeting, there were no minutes to approve at today's meeting. Minutes for the June and July meetings will both be released for approval in the coming week.

**TRESURER'S REPORT:**

**Bank Balance** (as of 6/1): \$47,260.45

**Major Expenses** (excluding salaries and books): \$215 Jeff Larrow (circ desk refit), \$105.15 (greenhouse ins. coverage), \$238 (NCLS for Windows upgrade), \$373.32 (Waste Management)

**Income:** \$318 (Wilson Stevenson), \$500 (NLCS Incentive Grant for Talking is Teaching), \$50 (Climate talk donation), \$50 (donation from Teacher's group)

Motion made by Tresa F. to approve the Treasure's Report, Teresa G. seconded. Motion carried.

**DIRECTOR'S REPORT:**

Program Attendance in June:

Story Times Here and on the Road	40
Tutoring	12
Library Board Meeting	6
Home School Spelling Bee	8
Model Railroad Club	14
Book Club	9
Second Saturday Cinema	4
Writers Group	3
BB Crafters	5
Sewer meeting	6
Beekeepers	20
Sewing Bee	10
Wilson Stevenson	30
Dr. Driscoll Climate Change Talk	67

**Facebook Stats for May**

Likes	Posts	Reach	Engaged Users
471	17	7,794	720

## Upcoming Programs/ Events:

7/12	Invasive Species Awareness Week: Two Films, 5:00 & 6:00pm
7/30	Talking is Teaching Kick-off event with Regi Carpenter at Little Buds Daycare, 10am
7/31- 8/1	Weave a Spell of Stories – 2 day story camp with Regi Carpenter, 10am-noon
8/1	“It’s All gone to the Dogs”, Regi Caprenter Adult performance, 6pm
8/10	Carmen D’Avino Second Saturday Cinema: <i>The Public</i> , 7:00pm
9/7	Covered in Color: Chalk Art on the Docks with guest artist, David Zinn, 8:30-12:00pm
9/28	Summer Squeeze: Jam Pickle and Pie contests, and more....
10/12	Carmen D’Avino Second Saturday Cinema: <i>Isle of Dogs</i> , 4:00pm
11/9	Carmen D’Avino Second Saturday Cinema: <i>Computer Chess</i> , 4:00pm
12/14	Carmen D’Avino Second Saturday Cinema: <i>Following the Ninth</i> , 4:00pm

Motion made by Tresa F. to approve Director’s Report, seconded by Teresa G. Motion carried.

## UNFINISHED BUSINESS:

- **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:** No word from Hawn as of this date after our reply. A 40/60 split is still our goal and seems, after all discussion, to be fair and equitable.
- **Community Greenhouse:** Insurance coverage applied to structure. New greenhouse use policy approved unanimously by board.
- **Maintenance:** The Town replaced the filters in the Trane units ... this needs to be done annually.
- **Front Handicap Rail** ... Estimate from Matt Roden from Whitecap Construction for \$7,500. Still waiting to hear how much money towards the project will be coming from the Town of Clayton. Ken Knapp, as our liason on the Town Board, is working on moving this forward. We are hoping the railing can be in place this year.

## NEW BUSINESS:

- **Automation:** We are almost done barcoding! Our go live target date is July 22.
- **NCLS Maintenance:** NCLS staff replaced a Dlink unmanaged switch with an HP ProCurve managed switch and put all of our equipment in the Hoffman Box.
- **Empire Pass:** The library purchased a pass and the board decided: It will loan out for 1-day use only, it should not be shared, if lost, \$80 fee (its cost) will be due, and reservations for specific dates can be made with a \$10 refundable deposit. Karen will write up the policy accordingly.
- **Wilson Stevenson:** If we want Wilson back next year, we need to call on February 3, 2020. Some organizations are offering pre-paid tickets at \$15, and charging \$20 at the door. We decided to adopt this policy as well.
- **Midyear Budget Glance:** We are on track to meet projections.
- **Sexual Harrasment training** videos were watched by the board after the meeting, fulfilling the State requirement.
- Depauville Free Library is now a member of the **National Network of Libraries of Medicine.**
- **New Library Director:** The board will meet on 7/15 at 2:30pm to discuss the Karen’s succession plan.

## Events in the Works:

- Civics Class
- Renting the Opera House for Dr. Andrew Stern
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**TIME AND DATE OF NEXT MEETING:** August 6, 2019 at 2:00pm

**MOTION TO ADJOURN:** The motion to adjourn meeting at 4:05 was made by Tresa F. and seconded by Phil Pond, motion carried.