

Depauville Free Library  
Board Meeting Minutes  
Tuesday, June 6, 2017

Meeting called to order at 5:05 p.m.

Attendance: Karen Lago, Linda Brewer, Tresa Forkey, Gail Egeressy, Jan Larrow, Phil Pond, Keitha Haas, Deb Rantanen, Mary Zovistoski

Jan moved that the May 2017 minutes, which were previously distributed to all members, be approved; Gail seconded the motion.

Discussion ensued that in order to have more time to discuss issues at monthly Board meetings, we will follow this procedure regarding Board minutes: Deb will circulate minutes to members as soon as they are prepared. Members will review and send any corrections or additions to Deb so she can make corrections. Deb will then send out the next agenda and the edited minutes to all before the next meeting. Meetings will begin with the Chair asking for approval of the minutes as emailed. Members will also have the opportunity to add items to the agenda at this point. This process will enable the Board to dispense with the time consuming task of reading aloud the minutes at every Board meeting, but still give adequate time to all to review minutes for accuracy beforehand.

**Treasurer's Report:** Bank Balance 6/5: \$44,282.54

Major Expenses (excluding salaries and books): JLLA Festival (\$50), Erie and Niagara Property Insurance (\$682.88)

Amazon Prime (\$106.92), Workman's comp Insurance (\$307)

Income: Plant Sale (\$100), History Books (\$24), Chris Ebey May talk (\$33), May Yoga (\$51)

**Monthly Objective: Human Resources**

Karen is confident that she will be able to schedule substitutes for Tory for Reading Recovery while she is gone this summer. Discussion ensued about whether or not DFL should seek a summer intern this year.

**DIRECTOR'S REPORT**

**May Program Attendance**

|  |                                     |
|--|-------------------------------------|
| Story Times here and on the road with Anita & Suzzi (10)       | 98 (On 6/16 will switch to Fridays) |
| Library Board Meeting  | 10                                  |
| Tutoring   | 6                                   |
| Book Club  | 4                                   |
| Mindful Yoga   | 22                                  |
| Writers Group  | 5                                   |
| May CNY Alzheimer's Association session                        | 5                                   |
| BB Crafters  | 7                                   |
| Sewing Group   | 8                                   |
| Chess Club   | 27                                  |
| Carmen D'Avino Second Saturday Cinema                          | 10                                  |
| Sewer Committee  | 5                                   |
| Community Room "Rental"  | 8                                   |
| Northeast Great Lakes Sub Basin Work Group (CR "Rental")       | 25 (may want to meet at DFL again)  |
| Mother's Day Card Workshop                                     | 13                                  |
| Chris Ebey May Nature Talk                                     | 57                                  |
| Garden Gathering (incl. 12 at straw bale PP & 5 at Seed movie) | 40                                  |

**May Facebook Stats**

| Likes | Posts | Reach | Engaged Users |
|-------|-------|-------|---------------|
| 386   | 28    | 5897  | 363           |

### Upcoming Programs / Events:

(Wilson Stevenson is all booked for the spring ... need to call at 7am on 7/11 to book him for the fall.)

- 6/10 Carmen D'Avino Second Saturday Cinema: Jean-François Laguionie's *The Painting*, 7pm
- 6/15 Summer Science Digest: Dr. Laurie Rush: Traces of the Ancestors, Archaeology of Jefferson County, 6:30pm at the IRLC Redwood Hill Preserve
- 6/20 Alzheimer's Assoc: Understanding & Responding to Dementia-related Behavior, 5-6:30pm
- 6/29 Summer Science Digest: Meena Haribal (Cornell University): The Wondrous World of Dragonflies & Damselflies 6:30pm at the IRLC Redwood Hill Preserve
- 6/29 & 6/30 Babysitting Workshop. Red Cross offers certification course. Organized by NC Pre Natal/Perinatal Council. In Community Rm, 10AM-4PM
- 7/5 Tory Jones' READING RECOVERY sessions begin
- 7/10 Anita James' reading/math tutoring sessions begin
- 7/13 Summer Science Digest: Sue Gwise: Consider the Trees – Especially the Very Old Ones, 6:30pm at the IRLC Redwood Hill Preserve
- 7/20 Alzheimer's Assoc: Living with Alzheimer's (for people WITH Alzheimer's), 3-5pm
- 7/25 Regi Carpenter's writing class, 6pm
- 7/25-7/27 Regi Carpenter's Kids Puppet Camp
- 7/26 Regi Carpenter's Adult Performance, 6pm
- 7/27 Summer Science Digest: Sue-Ryn Burns and Katherine Nelson: Saving the Lost, Strayed, and Stolen: Wildlife Rehabilitation in Northern NY, 6:30pm at the IRLC Redwood Hill Preserve
- 8/9 Alzheimer's Assoc: Know the 10 Warning Signs, 5-6pm
- 8/10 Summer Science Digest: Emily Sheridan (NYSDEC): Great Lakes Watershed Program, 6:30pm at the IRLC Redwood Hill Preserve
- 8/12 Carmen D'Avino Second Saturday Cinema: Four Oscar nominated animated short films, 7pm
- 8/15 Mark Black: The History of the 50s & 60s through Popular Song, 6pm
- 8/23 Town of Clayton Board Meeting at Depauville Library
- 8/24 READING RECOVERY ends
- 9/2 Sidewalk Art in the Village of Clayton
- 9/16 SUMMER SQUEEZE
- 9/21 Alzheimer's Assoc: Living with Alzheimer's: The early stage, 3-5pm
- 10/10 Alzheimer's Assoc: Living with Alzheimer's: The middle stage, Part I, 3-5pm
- 10/14 Carmen D'Avino Second Saturday Cinema: Federico Fellini's *Amarcord*, 7pm
- 10/21 International Archaeology Day
- 10/25 Alzheimer's Assoc: Living with Alzheimer's: The middle stage, Part 2, 3-5pm
- 11/8 Alzheimer's Assoc: Living with Alzheimer's: The late stage, 3-5pm
- 11/11 Carmen D'Avino Second Saturday Cinema: Michel Ocelot's *Tales of the Night*, 7pm
- 12/9 Carmen D'Avino Second Saturday Cinema: Peter Bogdanovich's *She's Funny That Way*, 7pm

### Unfinished and Old Business

Fran Ludlow re window replacements ... Fran said that the company the windows were purchased from (Farley) has gone out of business so there will be no free replacement of the sashes, but the "spread" is fixable with new parts ... we will have to pay for them, but they are inexpensive. We didn't talk about the cost of labor.... Fran will call when he has free time.

Stewart Signs estimate for lettering for above the front door using plastic letters is \$495. Additional quotes for \$335 and \$220 were received, but Karen needs to double check if the price includes installation and specifically what is the font size.

Request asking Ritchie for money for front railing and new sign sent 9/22... resent to Watertown office's Sarah Comp on 10/20. NOTE: We did not receive Bullet Aid funding from Ritchie last fall. Karen will make follow up call next week.

The library's budget petition passed, giving us \$3000 in additional revenue.

Inventory of Library property: Jan created a video and Excel inventory; replacement values still need to be found.

Winnie's luncheon was held at Wright's Diner on May 25. We gave her a \$50 gift card for Jo-Ann Fabrics. Attendees reported that Winnie enjoyed the gathering.

## **New Business**

It appears that we will be getting our fiber optic connection! Jerry Schell emailed that the extension needed to complete the project has been approved. I have received no word about when installation will take place.

Board voted to have our Annual Meeting in November, Collection Objective in April, and Finance Objective in October. Our State Charter states that board members' terms start January 1 and end on December 31 and to comply with these dates, the annual meeting needs to take place prior to January. In order to have this year's annual report filed, Karen left a message with Amy Heebner (State Library) telling her that we will be changing our annual meeting and NOT our charter.

Board Photo – still need to do this. Reminder that Linda and Shannon still need to be sworn in as Trustees.

Citizen Science: We purchased the 4 inch rain gauge recommended by Todd Walter. White's Lumber will be donating the post and metal spike needed to put it up. As soon as it comes in, it will be installed and a small campaign promoting others to participate will start. Karen noted that there are many opportunities for local participation in citizen scientist endeavors; bird counts and finding archeological sites using online satellite images will be included in the campaign.

Steve Bolton, director of NCLS, will be retiring. A search is on for someone to fill the position.

NCLS is offering a \$100 grant for website upgrades. Karen will pursue.

Sue Gifford, a piano teacher in LaFargeville, will be holding her student piano recital here on June 17 at 1pm. Andy Knapp will adhere the piano key ivories before that date.

Ken Knapp has been VERY SLOW to bring in cataloged collection from Laurie Rush and put it in the empty case in the Community Room. He is scheduled to come in tomorrow to work on installing items. Phil wants to see regular programming involving the archaeology collection.

Landscaping: FEDCO order of 6 apple trees delivered on April 11 and planted April 12. Still to come: Diana Grater and friends design plan for shrub.

County funding through School Districts is still an open issue. Need to keep this on our radar.

Internet Hot Spots will be offered by library if funding comes from Smart Schools Bond Act. BOCES is advising TI and their person does not know about the library component! Nothing new to report at this time.

Printer discussion: The Episcopal Church is keeping their old copier so it won't be available for us. New copier options: \$1700 to purchase + \$300 per year service contract which includes toner. DFL needs to count number of copies made monthly in order to determine if this purchase contract is worth it. We are currently spending approximately \$500-\$600 per year on toner. Karen will investigate monthly use.

LOGO FOR LIBRARY ... DFL Flash Drives ... 100 64MB for \$2.99 each (plus \$25 for shipping. Includes a logo imprint (1-4 solid colors) on both sides and content preloaded for no charge. Board unanimously supported the copperplate font for the logo – it is the easiest to read.

The state of disrepair of the playground was discussed. Mary Z. will take a look at it before leaving today; she will bring it to the attention of the Town Board.

DFL gives a thank you to the Town for the new flags. They have received many compliments from patrons.

### **Events/Programs Under Construction**

Summer Squeeze:

ShredCom – Price to have ShredCom present for 2 ½ hours during Summer Squeeze is \$350. Maybe end of summer season is good time to schedule them.

Karen will have Teresa Gallup ask Katherine Ingerson if TI Jazz Ensemble would play during Summer Squeeze as a donation.

Sick Around the World, film about healthcare: date is still under consideration.

Betty Streets Writing Contest: Theme is "Future Me." This will coincide with Summer Squeeze.

Susannah Risley's writer's workshop. Teresa Gallup asked Karen to seek another grant to fund this event.

Summer Civics Programming. Karen procured 30 copies of the US Constitution for use. Possible presenters from the Bar Association.

Navigators for health insurance will be available the first Monday of each month at DFL. Trustees should spread the word that this service is available.

Model Railroading is establishing itself well in Community Room.

Chair Caning class for winter months is in the works. Dates to be determined. Offered by Deb R.

Tresa Forkey's programming ideas (herbalist/emergency preparations to promote self-sufficiency) need to be firmed up before DFL can proceed with them.

Board entered Executive Session: 6:10-6:20.

The next Board meeting is Monday, July 10 at 5:00 p.m.

Tresa made a motion to adjourn at 6:20; motion seconded by Deb R.