

DEPAUVILLE FREE LIBRARY  
**BOARD OF TRUSTEE MINUTES**  
**MARCH 5, 2019**

**PRESENT:** Karen Lago  
Tresa Forkey  
Gail Egeressey  
Ken Knapp

Jan Larrow  
Teresa Gallup  
Amber Forkey

**ABSENT:** Linda Brewer  
Keitha Haas  
Shannon Martinez

Phil Pond  
Stephanie Patton

**CALL TO ORDER:** Meeting called to order at 3:02pm by Tresa F.

**APPROVAL OF MINUTES:** Tresa F. made a motion to approve the December 2018 meeting minutes. Jan L. seconded, motion carried.

**TRESURER'S REPORT:**

Bank Balance (as of 3/1/): \$70,586.43

Major Expenses (excluding salaries and books): Disability (\$226), Workman's Comp (\$332 + \$332), NCLS Installment on 5 PC's (\$491.58), Book Adhesive Barcodes for Automating (\$333.44)

Income: School Ballot (\$61,500), Ritchie Bullet Aid (\$2,000), Town of Clayton stipend (\$10,000), BB Crafters donation (\$160), Nature Talk (2) donations ((\$162), Cinema (2) donations (\$82)

**DIRECTOR'S REPORT:**

Program Attendance in December, January and February:

Story Times Here and on the Road	106
Tutoring	33
Library Board Meeting	8
Model Railroad Club	62
Chess Club	42
Anime Club	4
Quilters Club	3
Book Club	10
Second Saturday Cinema	22
Joyce Gould Craft Nights (Christmas & Valentines)	36
Sewing Group	4
Seed Selection Saturday & Seed Sorting Get Togethers	23
Alzheimer's Meeting	4
Writers Group	8
BB Crafters	12
Nature Talks	85

## Facebook Stats for December, January, and February

Likes	Posts	Reach	Engaged Users
431	30/33/47	3153/7628/10426	220/533/988

## 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

3/9	Carmen D'Avino Second Saturday Cinema: <i>The Death of Stalin</i> , 4pm
3/14	Writers on the River, 4pm
3/21	Alzheimer's: Legal and Financial Planning, 4:00-6:00pm
3/23	Dani Baker on Ground Cover, Noon (with soup)
3/30	Nature Talk at Noon: Dr. Sara Ashpole, "Turtles"
4/11	Understanding and Responding to Dementia Related Behaviors, 4:00-5:30pm
4/13	Carmen D'Avino Second Saturday Cinema: <i>The Triplets of Belleville</i> , 4pm
4/24	Nature Talk at Noon: Jennifer Lauzon, "Trash Talk: Reducing and Reusing to Curb our Take and Trash Economy"
5/8	Joyce Gould's Mother's Day card workshop, 6pm
5/9	Effective Communication Strategies with Alzheimer's patients, 4:00-5:00pm
5/11	Carmen D'Avino Second Saturday Cinema: <i>Hitchcock/Truffaut</i> , 7pm
5/21	School Tax Ballot Vote
5/24	Screening of the film, <i>House of Stronzo</i> , 7pm
6/8	Carmen D'Avino Second Saturday Cinema: <i>Song of the Sea</i> , 7pm
6/8	Wilson Stevenson, 1-3pm
6/21	Dr. Charles Driscoll Jr., Syracuse University, on Climate Change, 6pm
7/12	Invasive Species Awareness Week: Two Films, 5:30 & 7pm
8/10	Carmen D'Avino Second Saturday Cinema: <i>The Public</i> , 7pm
9/7	Covered in Color: Chalk Art on the Docks, guest artist David Zinn, 8:30-12:00pm
9/?	Summer Squeeze
10/12	Carmen D'Avino Second Saturday Cinema: <i>Isle of Dogs</i> , 4pm
11/9	Carmen D'Avino Second Saturday Cinema: <i>Computer Chess</i> , 4pm
12/14	Carmen D'Avino Second Saturday Cinema: <i>Following the Ninth</i> , 4pm

## UNFINISHED BUSINESS:

**Property 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. Looking into the cyber hacking insurance offer that was sent to us (\$100 for \$100,000 worth of coverage).

**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.

**Town's Decision Regarding Snow Removal at the Library:** We are still waiting for a formal response but the arena crew has been snow blowing the ramps.

**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 & on-demand hot water not working properly. Light above front door broken by wind storm replaced by Town. Possibility that the Trane Unit in the Community Room is malfunctioning.

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

**Seed Library Greenhouse:** The crushed stone for pad was delivered and donated by Bach & Co on 10/24/18. The Town Highway crew will spread and tamp in March and April on 2019. The greenhouse will be built in the Spring. Ed Moore from Lafargeville has shown interest in doing this for us.

**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.

## **NEW BUSINESS:**

**Completion of the Annual Report:** The NYS Comptroller's Audit along with the filing of our 990-EZ tax return.

**Income:** We received \$1,427 NYS Community Arts Grant for the Sidewalk Art Festival. We had asked for \$2,850 (a difference of \$1,423). The David Zinn chalk artist charges \$3,000 for his booking so we are almost covering his complete cost for the Chalk Art on the Docks guest booking.

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

**Automation Desk:** Karen L. has been looking into a used desk to use for automation. The cost of the desk is \$50.

**Tori Wanting More Hours:** Tori has been talking about wanting 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 to pay Tori. We need to know if this is a short term or long term situation before making any final decisions.

**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.

**Talking is Teaching Grant:** Karen L. will be applying for this by April.

### **Events in the Works:**

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

**TIME AND DATE OF NEXT MEETING:** April 2, 2019 at 3:15pm

**MOTION TO ADJOURN:** The motion to adjourn meeting at 4:06pm was made by Tresa F. and seconded by Amber F. Motion carried.

*Amber Forkey*  
*Recording Secretary*