

Depauville Free Library

Board of Trustee Minutes

Thursday, November 8, 2018

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

CALL TO ORDER: Meeting called to order at 3:10pm by Tresa Forkey.

APPROVAL OF MINUTES: Karen Lago asked if all members had the chance to review the minutes from the October 2, 2018 meeting. Keitha Haas moved to approve the minutes, motion seconded by Gail Egeressey. Motion carried.

APPROVAL OF TREASURER'S REPORT: Karen Lago asked if anyone noticed any discrepancies or if they had any questions. Gail Egeressey made motion to approve the treasurer's report, Teresa Gallup seconded. Motion carried.

DIRECTOR'S REPORT:

Program Attendance in October

Story Times here and on the road	49
Tutoring	9
Library Board Meeting	9
Model Railroad Club	15
Chess Club	10
Anime Club	8
Quilters	10
Susannah Risley writers workshop	15
Book Club	6
Paddle Painting	4
International archaeology Day with Ken Knapp	35
Second Saturday Cinema	7

Facebook Stats for October

Likes	Posts	Reach	Engaged Users
420	26	4223	356

Upcoming Programs / Events:

Model Railroad Club meets every Wednesday at 3:30.
Chess Club will begin meeting the 2nd and 4th Wednesday of the month at 5:30
Quilters Group meeting in the 1st and 3rd Tuesdays of the month.

11/8	Joyce Gould Thanksgiving Craft, 6pm
11/10	Carmen D'Avino Second Saturday Cinema: The Breadwinner, 4pm
11/15	Writers on the River, 4pm
12/8	Carmen D'Avino Second Saturday Cinema: Christmas Again, 4pm
12/13	Joyce Gould Christmas Cards, 6pm
2/21	Understanding Alzheimer's and Dementia, 4:00-5:00 pm
3/21	Alzheimer's: Legal and Financial Planning, 4:00-6:00 pm
4/11	Understanding and Responding to Dementia Related Behaviors, 4:00-5:30 pm
5/9	Effective Communication Strategies with Alzheimer's patients, 4:00-5:00 pm

OLD BUSINESS:

Inventory of Library property: Jan Larrow created a video and Excel inventory; replacement values need to be found. Mary from Reinman's came by and will send price estimates.

Town's decision regarding snow removal at the library- we are still waiting for a response back.

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 has left unfinished several aspects of the front door repair project and is unlikely to complete it, or the paperback book shelving unit planned for downstairs, this year.

Health insurance is being looked into for the next library director on an ongoing basis.

NEW BUSINESS:

Automation agreement was signed by board president, Tresa Forkey, and the process of automation is planned to begin in June 2019. All trustees in voted in favor. Motion carried.

New Board Member: Stephanie Patton will be the newest member of the board effective 11/8/18. All trustees in favor. Motion carried.

The following policies were reviewed and updated:

Anti-Harassment Policy

- Gail Egeressey moved to approve the policy as presented. Teresa Gallup seconded the motion. Motion carried.
- Tresa Forkey moved to amend the Anti-Harassment portion of our Personnel Policy. Gail Egeressey seconded the motion. Motion carried.

NCLS has made its annual request for patrons to sign Christmas cards for delivery to hospitals and senior homes in December. Trustees were asked to bring in any extra blank Christmas cards they may have.

Christmas Lottery Wreath: selling tickets until December 18, 2018. We will have a table at the Depauville F.D. Craft Fair on 11/24 from 9am-3pm to sell tickets and DFL merchandise.

Playground: It was brought to the board's attention that due to certain insurance requirements, the Town may have to complete some modifications to the grounds to meet the insurance guidelines on the playground. The Town asked the library board for other possible use options for the playground area. The Board unanimously felt that leaving the playground as a playground would best serve the community.

Clean-up: Mike, Delores, and Rafaela Bell removed the straw bales and did a fine job cleaning the area.

Seed Library Greenhouse: Bach & Co. donated and delivered crushed stone for pad on 10/24. Town highway crew will spread and tamp. Lowe's committed to help build the greenhouse in the spring.

MOTION TO ADJOURN: Amber Forkey requested a motion to adjourn, all trustees in favor. Meeting adjourned at 3:45pm.

The next meeting of the Board of Trustees will be held on December 6, 2018 at 3:00pm.

Amber Forkey
Recording Secretary