

Depauville Free Library
Board Meeting Minutes
Tuesday October 3, 2017

Meeting called to order at 12:40 p.m. (immediately following a NCLS Board training session in the Community Room presented by Paulette Roes, our NCLS consultant.)

Attendance: Tresa Forkey, Amber Forkey, Gail Egeressy, Karen Lago, Phil Pond, Keitha Haas, Jan Larrow, Deb Rantanen, Teresa Gallup.

September minutes approved by Theresa G., seconded by Tresa F.

Treasurer's Report

Bank Balance 9/30: \$18,967.62

Major Expenses (excluding salaries and books): \$250 Sidewalk Art prize money, \$66.36 chalk.

Income: \$658 Summer Squeeze, \$227 IRLC summer science talk donations

Objective: Finance ... 2018 Proposed Budget/Tax Cap Override

Whereas, the adoption of this 2018 budget for the Depauville Free Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

Resolved, that the Board of Trustees of the Depauville Free Library voted and approved to exceed the tax levy limit for 2018 by at least the sixty percent of the board of trustees as required by state law on October 3, 2017. The Resolution was passed unanimously.

Director's Report

September Program Attendance

Story Times here and on the road with Anita & Suzzi (7)	34
Library Board Meeting	11
CNY Alzheimer's Association session	4
Model Railroad Club	6
Writers Group	4
Chess Club	21
Book Club	8
Sewer Meeting	5
Summer Squeeze	162
Sidewalk Chalk Art Festival	200

September Facebook Stats

Likes	Posts	Reach	Engaged Users
392	28	5615	765

Upcoming Programs / Events:

Model Railroad Club will begin meeting every Thursday at 3:30.

Chess Club will be meeting twice a month, 5:30-7:00, either on Tuesdays or Wednesdays.

- 10/7 4th Annual Cardboard Challenge
- 10/10 Alzheimer's Assoc: Living with Alzheimer's: The middle stage, Part I, 3-5pm
- 10/10 Chess Club, 5:30 pm
- 10/10 Beekeepers Club, 6-7:30 pm
- 10/14 Wilson Stevenson, 1pm-3pm
- 10/14 Carmen D'Avino Second Saturday Cinema: Federico Fellini's *Amarcord*, 7pm
- 10/21 International Archaeology Day. Ken Knapp: Hidden Heritage of the 1000 Islands, 4pm
- 10/25 Alzheimer's Assoc: Living with Alzheimer's: The middle stage, Part 2, 3-5pm
- 10/27 Writers' Group, time?
- 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
- 11/16 Joyce Gould Thanksgiving craft, 6pm
- 12/9 Carmen D'Avino Second Saturday Cinema: Peter Bogdanovich's *She's Funny That Way*, 7pm
- 12/14 Joyce Gould Christmas card workshop, 6pm
- 12/? Model Railroad Club Christmas theme Open House
- 1/27 IRLC / Stone Soup Saturday:
- 2/24 IRLC / Stone Soup Saturday: All About Alvar, Julie K. Cover, Dir. Of Ontario Bays Initiative
- 3/31 IRLC / Stone Soup Saturday:
- 4/28 IRLC / Stone Soup Saturday:

Unfinished and Old Business

Kudos all the way around for the success of this year's Sidewalk Chalk Art event at Frink Park. Karen noted that we will need to spend more next year than we did this year. For example, more chalk will need to be purchased, given that so many people participated and there will probably be more age categories.

Debriefing of Summer Squeeze event. Board reviewed the breakdown of expenses and revenues for the event. This led to a discussion of how DFL could raise more money to cover the expenses for what all agreed was a good community event and not necessarily a fundraiser. Ideas for fundraising:

- Raffle lottery ticket. Begin selling chance for lottery tickets in the spring
- Pursue contribution from Coyote Moon, who said they are willing to donate in the future
- Hold a raffle each month year round

Other suggestions to improve the event included more active oversight of the outdoor kids' games by a volunteer or staff. See "Events in the Works" for discussion of creating new Library programming w/ Peggy Foresman.

Fran Ludlow came in again on July 11 to look at the windows and will be calling Northern Glass that now carries Farley Windows regarding replacements parts to repair the spread and sashes.

Outdoor Sign ... New design and estimate from Stewarts ... \$2900

The Board of Trustees gave unanimous support for proceeding with the sign. Karen will obtain an official estimate from Stewarts.

Requesting funds from Senator Ritchie: Background: Our request for \$13,000 (\$7,000 for metal railing and \$5,000 for sign) is being held until 2018. History: DFL made initial request for \$13,000 on 9/22/16 and then resent request to Watertown office's Sarah Compo on 10/20/16.

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

Historic Marker for Indian pathway on corner of Route 12 and Route 179 **Catskill Castings price: \$1200.**
“Native Pathway: Junction of trails travelled by indigenous tribes between Lake Ontario and the St. Lawrence River for many millennia.” DFL Board voted unanimously to spend \$1,200 from our 2017 budget to obtain this Historical Marker.

More interest in getting Depauville’s suffrage petition on the State’s Women’s Heritage Trail!

County Funding: Amber has energetically begun looking into the inequitable distribution of this money source!! Funding through School Districts may not be going anywhere, but NCLS is contacting Hawn regarding another go around for an equitable split of Jefferson County taxes coming back to the Town’s two libraries.

JEFF LARROW has installed the 4 inch rain gauge recommended by Todd Walter!! Thank you, Jeff!
Still planning a small campaign promoting public participation in monitoring rainfall as well as seeking citizen scientists to also take part in bird counts, finding mineral and archeological sites using online satellite images, and reporting mineral deposits found locally. Might hold off on this, though, till next spring?

TI has a new Treasurer, Angela Picunas, who I reached out to about securing the funds to establish an Internet hotspot program through the Smart Schools Bond Act. Angela is up to speed on this and will get back to us.

Installation of the equipment for the fiber optic connection still upcoming.

NEW BUSINESS

As directed in our Technology Plan, the Board made an annual review. Teresa Forkey made a motion that the plan be accepted; the Board voted unanimously to accept it. Suggestion was made that DFL seek technical training from NCLS for Library staff.

Karen presented the Finance Objectives to the Board. These must be reviewed annually. A goal in the Library’s finance plan is to increase funding sources. The Board agreed that we need to educate our Town Board liaison about the uneven distribution of the county split of library money as part of our goal to rectify that unfair split of funds.

The DFL current budget and the 2018 proposed operating budget was presented for Trustee comment. Karen explained that Library expenditures fall into 3 main categories: staff salaries, fixed costs and discretionary spending. Expenditures for durable goods was higher than budgeted for, so the question was raised what these durable goods were. Karen listed the following: 5 PCs, apple trees, door lettering, new printer and white board. Discussion ensued about the anticipated carryover amount from 2017. There was a consensus that it was better to use these funds on programming for the community rather than just rolling them forward. Since the town is working on its budget for 2018, Karen talked with Mary Z about our funding, asking whether paving of the parking area and a new railing would be under our budget or line itemed in some other department. If it goes under the library, Karen told Mary to ask for an increase in the library’s funding for 2018 to reflect these projects. Karen will run the new sign proposal by Mary/Town. FYI, Karen offered our old printer and toner cartridges to the Town.

Progress on DFL’s Three Year Plan: 2016-2018 was also reviewed. The following comments and suggestions were made:

-Management: Chairs should be named to the working groups to ensure responsibility for moving forward.
Phil was suggested as Chair of the Archaeology Center working group.

- Grounds: Karen said that the Town must vote on the creation of any new parking spaces
- Building: Trustees agreed not to pursue the capping of the rear handicap ramp. The cost would be huge and the benefits questionable. Additionally it was clarified that the Town was responsible for creating usable storage space under the stairs.
- Programs: Increasing tween and young adult participation in programming is tough for all libraries. We need to identify existing clubs and club advisors at area schools to better target this age group. Deb will get and share this list.

Karen attended NCLS' Annual Meeting on September 28

Renting the Opera House for our events. Theresa G said that Opera House rental rates are under review currently. There is a possibility that they may set a special rate for non-profits. That might make it feasible for the Library to pursue joint offerings (like Mark Black concert) with them. The Opera House seems open to coordinated program efforts.

Board Photo. Still need to do this.

Anita will be starting back to work on October 17.

The Library will begin closing on Fridays starting October 13.

Past Library Board President and Trustee, Joan Blance, passed away on September 22.

Karen shared access info for Kanopy and encouraged trustees to check it out.

Trial Link: <http://depauville.kanopystreaming.com>

Username: depauville

Password: access

End Date: October 13, 2017

Next Meeting is Tuesday, November 6 at 4:30 pm.

Deb made a motion to adjourn; seconded by Teresa Gallup. Meeting adjourned at 1:50 pm.