

Elma Public Library Board of Trustees Meeting

September 12, 2017

Meeting was called to order at 7:02 P.M.

Present: Tom Carloni, Kim Dixon, Sue Sudlik, Ellen McGreevy, Terry Booth, Dave Engberg, Eileen Holden

Excused: Jay Ricketts

Minutes: The minutes from the August meeting were reviewed.

Librarian's Report: August was a very busy month with 22 programs that were well attended. Visitors were up over 6% from last year. Tom's goal is to show a 0% change in visitors and circulation by the end of the year.

Treasurer's Report: Five Star Bank made a mistake in the rates they quoted Ellen that were supposed to be offered on a 13 month CD. The money was transferred back into the money market account with no fees. See attached letter from Romeo T. Whou, Assistant Vice President at Five Star Bank for a detailed explanation of the bank error.

SUB COMMITTEE REPORTS

ACT: Nothing to report.

FOTEL: The Friends met on 9/11/17. They made a very small profit on the root beer float sales this summer. Some wondered if it was worth the effort. Some members volunteered to help with the October book sale. Anne would like to have a membership sign-up at the book sale. She would like a special bookmark made up to give to new recruits. There was discussion about the confusion caused by having to charge sales tax on library discards, but not on donated books at the book sale. Tom will check with Central to see if we must charge tax on the discards.

Publicity: We have been receiving good press on our Facebook page. There has been a 15% increase in "likes". Tom will advertise the book sale on Facebook.

Policy: Tom had a question regarding charging a \$50 deposit for using the meeting room. He wondered who gets charged and who does not. The meeting policy from 2012 was reviewed. This was tabled until our October meeting.

OLD BUSINESS

Construction Projects: The construction project grant was successfully submitted. Tom asked Kerry to have the building inspector come and look at the condition of our outdoor lights. Perhaps they could be replaced with more energy efficient units.

Book Sale: The October book sale is set to go. There will be a sign-up sheet for help during the sale. Due to a fire at the R&R location, they were unable to provide their truck for that Friday. They made arrangements with Redlinski's food truck to fill in for them.

NEW BUSINESS

Veteran's Day: Confirmed that the library would be closed Friday, Nov. 10th and open Saturday, Nov. 11th.

Old Book Donations: Regarding the old book donations that are being stored in the workroom, Tom asked if he could sell the best of those for \$3 and the others for \$1 each. We felt that was fair. Eileen asked about a bag

sale on Sunday the 8th. It may be a way to move a lot of books out. She suggested having markers available to put the buyers name on his/her bag. That way, if it was set down somewhere, there would be no question about whose bag it was.

Sunday Coverage: Tom shared that Mary Ann Budny, who has been our Sunday librarian, will be retiring. She has been approved to work part-time after her retirement and she would like to continue to cover Sundays.

Blinds: Eileen made a motion, seconded by Sue to replace the broken blind in the meeting room and to purchase a blind for the workroom. This was passed 6-0.

Yellow Jackets: The yellow jackets in the eaves have successfully been taken care of by Ashland Pest Control. The bill was sent to the town.

Parking Lot: The parking lot needs to be sealed and restriped. Tom will contact the town to see who to use. Eileen suggested Supreme Sealing out of Lancaster.

TV Options: Tom feels there is no need for a television at this time. He will let us know if a need arises.

Other: Eileen asked that we look into purchasing some new furniture. Tom would like to reconfigure the library after the construction from the plumbing and roof is complete. New furniture would be a consideration at that time.

A motion was made by Dave to accept all reports which was seconded by Sue and passed 6-0.

A motion was made by Dave to adjourn at 8:40 PM seconded by Eileen and passed 6-0.

Next meeting will be Tuesday, October 10th at 7 PM

Respectfully submitted by

Terry E. Booth