

CALEDONIA LIBRARY

BOARD MEETING MINUTES

Tuesday, October 24, 2017, 7:00PM
Caledonia Library, Caledonia, NY

Caledonia Board Members Present: Cenna Clements, Dallas Miller, Gail Milner, Joan Robinson, Karen Yorks, Mary Ranous, Don McKay, Dick Thomas and Joanne Crosman.

Also present – Ray Sattora

CALL TO ORDER:

Gail Milner called the meeting to order at 7:08 pm.

APPROVAL OF THE MINUTES

NOTE ANY CORRECTION TO LAST MONTH'S MINUTES HERE.

MOTION 01: Karen Yorks moved to adopt the September 19th, 2017 minutes. Mary Ranous seconded and the motion carried.

COMMUNICATIONS AND REPORTS:

1. Director's Report: Renate Goff

- The Library Stats for September 2017, Miscellaneous, Meetings report lists the meetings dates as October and should actually be September.

- The Senior book club has been entertaining and the groups have continued to meet outside of their library group meetings.

2. Financial Report: Karen Yorks

We're not running a deficit so far this year. Renate has cut back on some of the spending. Joan asked about the Profit & Loss statement of September 2017. Next year, the minimum wage is changing and the costs will be higher.

Bottle return money, donated for the Library from Tomra Bottle and Can Retrieval Centers is sent to us once the first \$100 is made and then monthly after that.

3. COMMUNICATION ITEM

Gary Hartford would like to donate a bench in memoriam for his brother.

4. COMMUNICATION ITEM

November 11th there will be a Veterans dinner with Senator Gallivan.

4. COMMUNICATION ITEM

Debbie Davis would like us to march in the Hometown Holiday's parade.

5. Committee reports -

6. Finance Committee Report – Karen Yorks, Chair

End of month report – as of 10/17/17

There is \$45,000 in the checking account. We spend about \$8000-\$9000 per month.

MOTION 02: **Mary Ranous** moved to approve establishing a \$70,000 line of credit with the Bank of Castile with Gail Milner and Karen Yorks as authorized signers. It would be for emergencies only. The amount of the line of credit is based on the money we have in the investment account. **The motion was unanimously carried.**

MOTION 03: **Joanne Crosman** moved to approve moving the CD currently valued at \$42,638.33 into the portfolio at Tompkins. **The motion was unanimously carried.**

MOTION 04: **Joanne Crosman** moved to approve moving the building fund, currently valued at \$381,701.13 (current CD), into certificates. We will put the money in a bank that will give us a rate equal to or above 1.5% for 15 months. If the Bank of Castile and another bank offer the same rate, we will stay with the Bank of Castile. **The motion was unanimously carried.**

Publicity Committee – Dick Thomas, Chair

They have held off on publicizing the survey to the community. The plan is to put the survey on our website in early November, include it in the Caledonia and Mumford zip codes of the Penny Saver, and post it anywhere else we can, e.g., town offices, etc.

The next edition of the Penny Saver would be November 10th and needs to be to them by the 1st. The Penny Saver will be distributed to approximately 1700 addresses.

Fundraising Report – Joan Robinson, Chair

The fundraising committee had a meeting on October 5th.

Previously, Joan Robinson, Martha Keenan and Ruth Coyle visited the Rush Library. Joan talked about the Rush library and about how the Rush Library was able to fundraise for their library. Their biggest fundraiser is a silent auction and a wine and cheese fundraiser. They have a line item on their taxes that helps greatly with their budget. They have 10 librarians. 2 full-time and the rest are part time.

We are hoping to have success with the fundraiser Much-Ado-About-The-Library and silent auction, at the Village Inn. Joan said she has reached out to Lisa. The Much-Ado-About-The-Library was previously held in August, on a Monday.

MOTION 05: Don McKay moved to approve Joan's fundraiser at the Village Inn for Much-Ado-About-The-Library and silent auction, sometime in August. Joanne Crosman seconded and the motion carried.

December 2nd Hometown Holidays – we don't want to step on toes; there was a discussion of making a lottery tree for this.

The fundraising jug was redecorated.

Debbie Davis said she would donate a rug. We are hoping to sell tickets. Joan will follow up as to when we would start selling tickets.

For \$65, Krista Terzo can redo our Library banner. Joan is looking to get a new banner that would mostly be used for fundraising activities. We decided there did not need to be a motion for this to be approved.

FYI April 8-14th is National Library Week.

Their next meeting is in Nov. The committee is considering a bake/cookie/pie/bread by-the-pound sale on December 16th, between 10-2 at the Library.

Grants – Mary Ranous, Chair

PLS Leading Edge technology grant – applied for TV's, I pad's and speakers. Notification will be sent via Speaker and Renate will keep an eye out for it, should find out by the end of this week.

Mary would like to get Grant Gopher Pro \$9/month to have more access to grant information.

Ray Sattora – did we get approval of the Main Street Grant?–

OLD BUSINESS: We need the basement door fixed. I will look with Ray at it, get an additional quote.

Budget – Karen Yorks, Chair – will have the budget ready to review by our next Board Meeting.

Next Meeting:

November 28th, 2017, Caledonia NY Library

Reminders:

Adjourn

MOTION 06: Gail Milner moved to adjourn the meeting. Joanne Crosman seconded and the motion carried. The meeting was adjourned at 9:15pm.

Respectfully submitted,

Dallas M. Miller

To be approved on November 28th, 2017.
