

# CALEDONIA LIBRARY

## ANNUAL BOARD MEETING MINUTES

Tuesday, May 29, 2018, 7:00PM  
Caledonia Library, Caledonia, NY

**Caledonia Board Members Present: Don McKay, Dallas Miller, Gail Milner, Joan Robinson, Karen Yorks, Mary RaNous, Joanne Crosman, Cenna Clements – Dick Thomas**

Also in attendance, Library Director **Renate Goff**

- 1 – Micki Fox, 2 – Bill White, 3-Veronica Callan.

### **I. CALL TO ORDER:**

Gail Milner called the meeting to order at 7:15 pm and we performed the Pledge of Alleigance.

DIRECTOR – Renate Goff – Renate gave her report.

SECRETARY – Dallas Miller – Said that he would endeavor to do a better job.

FINANCIAL – Karen Yorks – Cenna asked about how much the accounts of the library have made and Karen explained it to the audience. The money in the CD's have been making a lot more in interest.

FUNDRAISING COMMITTEE – Joan Robinson – Started off the year with a Book and a lottery tree raffle. We had our first annual bake sale in Decmber – which sold out all of the baked goods and raised \$941. Petals Pots and Pages, geranium and yard sale made over \$1300. We are gearing up for the Much Ado about the Library on August 13th. Micki, Veronica, Amy, Gail and Cenna are all members of the Fundraising committee and are very much appreciated for their efforts.

GRANTS COMMITTEE – Mary Ranous – 2 grants awarded – Livingston County Sign and Façade grant that helped in getting the basement windows re-done, and also a grant for repairs to the stairs and basement door. We are in the process of getting a grant from the New York Preserve for a building condition survey, part of Technical Assistance Grant. Mary checks for available grants whenever she can and is open to any suggestions and from being new to the processes, Mary has done a wonderful job on the committee, along with Dick Thomas. When we do the expansion, Mary is confident that a lot of the expansion will be covered by grants.

CONSTITUTION Bylaws and Procedures - Dick Thomas - Spoke about refinements to our bylaws that we voted on at the April meeting. Gail and Dick and Cenna went through the bylaws and went through it line by line. As and example, changes were made to address loopholes that had resulted in a period where the board was without a president and additional officers due to the way the bylaws were previously worded. The annual meeting has an election and now, the new board is is the acting board immediately after the annual

meeting and, at that meeting officers are elected at the regular board meeting which is held immediately after the annual meeting.

**PUBLIC/COMMUNITY RELATIONS – DICK THOMAS** – Talked about the efforts that were made to involve the community via surveys. We are looking at different ways of reaching out to the community to determine what value the library can bring to it beyond books. The Community Relations committee is focused on involving the community on the plans to expand the library. The Public Relation committee members frequently meet during breakfast at the Cozy Kitchen.

**EXPANSION PROJECT** – Joanne Crosman - has worked to bring vitality to the library, the board and the expansion. Highlighting the library's money in its accounts that have been making money - Mary has been finding grants and eventually, Joan will get a 3D rendered model of the expansion to Cenna. We are still working with the drawings from the previous board. Gail wanted to say that Mary's grant is looking on evaluating the status of the current building, that we are including the historical board since the library is on the national registry. Then we will be engaging the architect to have everything in order by next May to be able to start the expansion by 2019.

**PRESIDENTS COMMENTS** – Gail Milner – This has been a year of good things for the library. It is a welcoming place and we are proud of it, the staff and of us. The bylaws have been brought up to date, the hours of the library were changed back - based on community response, Karen and Joanne have refined the budget reporting of the library and our procedures. Karen – still working on having our name updated with NYS. We've increased the number of board members from 8 to 9. Thanks to Candy Rogers for her help, thanks to Micki and to Renate. Thanks to Kathy Hartness for her help and for her work in being a liaison to Pioneer Library System. Thank you to the Town of Caledonia.

**ASSOCIATION COMMENTS** – Veronica said how the librarians who were here last Thursday while the Library was closed but the librarians did let her and her grandchildren in and take books out and she thought that was great. Micki wanted to say thanks to Caroline Richardson, Jessica Warne and the kids from CMCS who worked on the landscaping of the library and wished that we would send thank you notes. Gail wanted to thank Don McKay for supervising and for Dick Thomas's edging work. Bill White was heavily involved in a 10 million dollar remodel of an old library and the all the problems that occurred and another 7 million dollar remodel that went very well said that he is enthusiastic in being involved with what we are trying to do.

Bill White from the new Village Gallery talked about a six year a library expansion and remodeling project he worked on intimately, some of the difficulties he experienced and his desire to be involved in our library. Bill White talked about concerns of the association of the library, its functions and what its purpose is. We have an association library, and our association members can vote in the annual meetings. Renate is going to try and have Lauren from PLS to come out and talk more about the difference between the Friends-of-the-Library versus the Library Association.

**PRESENTATION AND ELECTION OF TRUSTEE BOARD MEMBERS** – There are three board trustee positions that are available. Last year, Dick Thomas and Don McKay were elected to positions on the board that were made available when previous board members had left. There were

two, one year terms available. Joanne Crosman's three year term is expiring. Micki nominated all three and Cenna seconded – the members of the board voted and Joanne Crosman, Don McKay and Dick Thomas were elected to three year terms on the board at 8:27 pm.

ADJOURNMENT - Joanne Crosman motioned to adjourn the meeting, Don McKay seconded and the motion carried. The meeting was adjourned at 8:45pm.

Respectfully submitted,  
Dallas M. Miller  
To be approved on July 31st 2018.