

CALEDONIA LIBRARY

BOARD MEETING MINUTES

Tuesday, March 26, 2019, 6:00PM
Caledonia Library, Caledonia, NY

Caledonia Board Members Present: Cenna Clements, Don McKay, Dallas Miller, Gail Milner, Joan Robinson and Karen Yorks.

Dick Thomas arrived at 6:12 pm and Joanne Crosman arrived at 6:27 pm.

Also in attendance: Library Director Renate Goff.

CALL TO ORDER:

Gail Milner called the meeting to order at 6:00 pm and the Trustees performed the Pledge of Allegiance.

APPROVE MINUTES FROM MARCH 26, 2019

1. Corrections:

- a. **D. Grants** – Ian Coyle – Has a small grant available for things are too small for budget items and too large for petty cash that we will try for.
- b. **E. Community Relations** – Dick Thomas – Not much to report, there will be an Association Meeting in April.
- c. **IX.** Mrs. Ellen Alhart donated \$1000 for renovation or construction. The board discussed the solar panel project that is coming to Caledonia, on River Rd., and efforts to have information available about it in the library for the community.

Motion 01: Karen Yorks motioned to approve the corrected February 26, 2019 Minutes, Joanie Robinson seconded and all were in favor.

COMMUNITY COMMENTS

There were no members of the community present. Dick Thomas talked about how he was asked about having a children's evening reading hour. Renate offered to consider reviving it.

A. DIRECTORS REPORT – Renate Goff

- a. February saw 4 new adult patrons, circulation was at 1357 items and collection development totaled 125.
- b. 2/1 PLSDAC meeting, 2/7 LCLDA, 2/14 LaBella Meeting, 2/15 System Meeting, 2/19 Finance Meeting, 2/20 LCPLAC in Lima, 2/26 Board Meeting
- c. Wine Walk and Blind Date with a Book
- d. Worked on the required annual report to state
- e. Numerous committee meetings

B. TREASURERS REPORT – Karen Yorks

- a. We rolled over the 2 CD's from KeyBank – 0292 and 0300 – and they have earned \$310.95 in interest. We now have a dedicated building fund checking account. Talked about moving

some of the checking account balances into 3 or 1 month CD's. Karen is working to have the library's financial information available online. The library averages for monthly bills, about \$10,000 a month.

- b. Approve Cash Activity Report
- c. Review and Approve list of bills paid
- d. Budget Report YTD

MOTION 02: Joanne Crosman moved to approve the cash activity report, review and approve list of bills paid and the Budget Report YTD. Don McKay seconded and all were in favor.

COMMITTEE UPDATES

- A. Fundraising –Joanie Robinson
 - a. April 11th at 6pm is the next committee meeting. We need to keep selling the lottery tickets. The Bank of Castille is going to put up a flyer to help. May 17th and 18th is the geranium sale, “Petals Pots and Pages”.
- B. Policies and Bylaws – Dick Thomas
 - a. Completed the sexual harassment policy statement and it has been provided to us. Some pages were not printed correctly and we'll move this to the next meeting.
- C. Building Maintenance – Dallas Miller
 - a. We are reaching out to some roofers, for quotes on patching some of the problem areas on the roof.
- D. Grants – Dick Thomas and Gail Milner
 - a. Has the file box of with our grant files and is working on organizing them.
 - b. We are in the Finger Lakes Economic Development Council region of the NYS economic development areas. Bob Duffy runs the economic development program. Next week is a 2 hour informational meeting at MCC.
 - c. Louise Wadsworth and Heather Grant are meeting with Gail and Dick to talk about grants Friday.
- E. Community Relations – Dick Thomas
 - a. 7pm April 9th is the open house for the Library and we are hoping we'll get people excited about the library and about the expansion and, that we'll get additional people to join the library association. We'll have a short presentation about the library and have cookies!
- F. Finance and Investments – Gail Milner and Karen Yorks
 - a. Bank of Castille is going to sponsor Summer Reading program again this year.
- G. Building Expansion – Gail Milner
 - a. Dan from Labella is coming in from 10:30 to 12:30 tomorrow to meet and decide upon SHIPO and look to finalize our initial expansion plans.

OLD BUSINESS:

- A. Elections / New Member
 - a. Karen and Dallas's terms are ending and have committed to returning. Cenna is probably *not* staying.
 - b. We are looking for people to join the board.

OTHER

- A. Joanne and Don went to the solar meeting met James Murphy (project mgr/owner), they talked about our library expansion. James expressed interest in investing in a 'wing' to our building. Invergy/ - they are 20k as a donation, then 100k later when the project is up and running. A point was made that it is possible Dick Thomas will be an ad-hoc member of the committee that is deciding on the solar project and that if he is selected and we do accept a donation from Invergy - he would have to resign.
- B. Lady Longrider will be in town May 4th and 5th.

ADJOURNMENT

MOTION 03: Joanie Robinson moved to adjourn the meeting. Don McKay seconded and the motion carried. The meeting was adjourned at 8:20 pm.

Respectfully submitted,
DALLAS M. MILLER
To be approved on Tuesday April 30th, 2019.

DRAFT