

Elma Public Library Board of Trustees Meeting

August 14, 2018

The meeting was called to order at 6:33pm

Present: Kim Dixon, Sue Sudlik, Ellen McGreevy, Sue Czech, Tom Pirrung, Terry Booth, Tom Carloni, and guest, Sharon Kelly.

Excused: Eileen Holden

Minutes: The minutes from the June meeting were reviewed.

Librarian's Report: Tom reported that the end of June was a bit slow but things picked up and July was very active. The Glenn Colton concert had only medium attendance, but the Zoomobile program was very well attended. The Kaleidoscope group of adults of varying abilities has been meeting twice a month and it seems to be going very well. Our Battle of the Books team tied for 8th place out of 24 teams. Congratulations to Kate and the team for a great job. Tom attended a Library of Things meeting at Central.

Treasurer's Report: Ellen created a new format for the treasurer's report which is excellent. Not only does it make it easier for us to understand the monthly financials, but Tom shared that it makes it much easier to input information. Excellent job Ellen.

SUB COMMITTEE REPORTS

ACT: There will be an ACT meeting at the Collins library on September 29th. Tom has offered to drive if any of us are able to attend.

FOTEL: Tom talked to Anne Laubacker who is recovering from an accident. She feels she could resume her duties in November. Tom shared that he scooped ice cream for root beer floats for the friends during a July concert at the Elma Town Park. He said the root beer float sales seem to be doing very well.

Building and Grounds: Tom shared that he received an e-mail notifying him that the construction grant check would arrive shortly. Kerry will get the information into the paper to accept bids for the roof repair. Hopefully this repair will be done before the weather turns cold. The town has not addressed the outdoor plumbing issue as yet. Tom is hopeful this will be taken care of soon as it makes watering very challenging. Tom called Memminger's Painting for a quote to paint the meeting room. He has not heard back as yet.

Publicity: We have been getting good coverage in all of the local papers. Facebook "likes" are up as well.

Policy: The Library System is in the midst of establishing a breast feeding accommodation policy. Each library will need to establish a private space for breast feeding mothers. Tom said that after talking with the staff, the best place for our library would be the break room. By adding a few signs and locking one door, the space would become private. Tom will notify Central of this decision.

OLD BUSINESS

Three Year Plan 2019-2021 – Terry suggested that we devote the October meeting to completing the 3 year plan. It is important for all Board Members to review the present plan and be prepared with suggestions for the October meeting.

Construction Grant Update: All that is needed now is a contractor.

New Quarterly Auditor: Sue Sudlik agreed to resume this position.

NEW BUSINESS

Annual Contract Review: The 2018 contract was reviewed and voted upon. Kim made a motion to approve the 2018 contract as presented, seconded by Ellen and passed 6-0. All pages requiring signatures were signed.

Terry made a motion seconded by Ellen to recommend Sue Sudlik to fill the vacated board position of Jay Ricketts. This was passed 6-0

Yearbooks and Library of Things: Tom informed us that the library had received a donation of about 30 yearbooks from Pat Bogan, retired physical education teacher from Iroquois Central. He has them on display and they have been a big hit. Terry offered to write a thank you to Pat.

Tom has used some of the Gallivan Bullet Grant money to purchase several items that will be used to start the Elma Library's Library of Things. These items will be picked up from and returned to the Elma Library. If they are lost or broken, the patron is responsible just like any other piece of library material. Ellen asked that the librarian's report reflect the circulation on these new items. The items purchased include: Garmin GPS Navigator; portable record player; USB microscope; MIDI machine; Professional microphone; Go Pro Hero camera; Accessory kit for the Go Pro; Metal Detector; Ozobot coding robot; Dash Robot; LED Portable Projector and a Button Maker. We are all very pleased with this new project. Many thanks to Tom and the library staff.

Up Coming Adult Programs - History of Elma on Thursday, August 23rd at 2pm. The Red Cross Blood Drive Friday, Aug. 24th form 11-3 and Buffalo's Early Music History on Monday Sept. 10th. Tom has also arranged for 5 programs that will be offered by University Express through Erie County Senior Services. These will all be held on Thursday afternoons at 2pm. These programs will include: The Mediterranean Diet; Should I Turn Things Over to my Children?; A Whisper of Bones which is a history of Buffalo's poor houses and insane asylums; The Hubbard Effect by Charles Facklam telling the history of the Roycroft movement and Medicare Part D information that will be presented by a pharmacist.

Annual Book Sale – Tom has suggested Oct. 3rd – 6th for the book sale dates. He suggested a \$5 pre-sale donation that would include Chile or Soup and perhaps a membership in FOTEL. We will discuss this more at the September meeting. Tom will ask the Friends if they would run the sale tables. It was suggested that he contact the high school for some volunteers to move books and repack the leftovers.

Meeting Room Request: Tom was contacted by United Health Care to use the meeting room for a Medicare presentation. This request was unanimously declined by the board.

Ellen made a motion to accept all reports, seconded by Kim and passed 5-0. (Tom had to leave early)

Terry Made a motion to adjourn at 8:20, seconded by Sue Czech and passed 5-0.

The next meeting of the board will be Tuesday, September 11th at 6:30pm

Respectfully Submitted by Terry Booth