

**MINUTES OF THE MEETING OF THE
TOWN OF NORTH COLLINS PUBLIC LIBRARY
BOARD OF TRUSTEES
(10.17.16)**

A regular meeting of the Board of Trustees of the Town of North Collins Public Library was held on October 17th, 2016 at the North Collins Library, 2095 School Street, North Collins, New York, following due notice to trustees, official public notice to the Eden-North Collins Pennysaver, and a posting in the North Collins Library.

The following members were present:

Jim Mardino	Jennifer Schiffman	Tina Cosandier
Sue Alessi	Anne Maggio	

Also attending:

Kim Nobles

Call to order:

Sue called the meeting to order at 5:30 pm.

Approval/Changes to Minutes: none, approved as read

Treasurer’s Report:

Money Market: \$42,455.71
Public Funds: \$67,202.84
Private Funds: \$1,457.33

Communications: none

Director’s notes 10.17.16

Correspondence:

- NYLA request

Statistics:

Circulation – September 2016 = 1,864; compared to 2015 -7.4% (contracting libraries avg. -7.2%)
Computer Use – September 2016 = 368; compared to 2015 +11.9% (member libraries avg -7%)
WiFi Use – September 2016 = 542; compared to 2015 +159.3% (member libraries avg 188.2%)
Library Visits – May 2016 = 1620; compared to 2015 -0.2% (member libraries avg -4.5%)

Expenditures:

County Funds

9/9	Guis Lumber- wasp and hornet killer	4.99
9/9	Village of North Collins- water bill	107.00
9/12	DJ Armbruster	30.00
9/21	DJ Armbruster	30.00
9/27	Kimberly Nobles- September travel	66.58

Private Funds

9/21	Mountain Glacier	9.78

News:

- We were able to get the construction grant for the ADA doors in
- We received the results of the BECPL Planning for the Future Library Services survey- see handout
- After speaking with Tracy Palicki in the business office downtown, we confirmed that the town funds could be deposited in the Private account instead of the County account. She also said I could transfer this year's town funds.
- Prices out shades for the high windows in the main part of the library

Action items:

- Resolution for gift and donor policy
- Do we want to look into a FOIL and Petty Cash Policy?
- Non-check signer to sign off on invoices before they are paid
- Small Libraries Create Smart Spaces grant

EVENTS:**Previous:**

- Celebrate
- Adult Coloring

Upcoming:

- Sunday Skillshop- Learn to Knit/Knit Help Oct 23rd @1pm
- Magical Creatures kids program Oct 24th 6:30pm
- Card Making Workshop Nov 6th 1pm

Ongoing:

- Friday story hour with Alice has started up again

Action Items:**Celebrate:** see Directors Report**Next Meeting:** December, date to be determined**Adjournment:** Jenn, seconded Tina

Respectfully submitted,

Anne Maggio
Secretary