

**Alden Ewell Free Library
Minutes – Board of Trustees
October 15, 2018**

President Susan Sabers Chapman opened the regular bi-monthly meeting of the Board of Trustees of the Alden Ewell Free Library at 7:01 PM on October 15, 2018. Present: Trustees Susan Sabers Chapman, William Chapman, Joy Insinna, Carol Dubel, Library Manager Rebecca Moe, and Guests Scout Edward Williams and Mrs. Jamie Williams. Excused: Trustee Tanya Lords-Quinn.

Agenda approved with additions (W. Chapman, J. Insinna)

Trustee William Chapman suggested the Board move immediately to the first item of Unfinished Business, the Eagle Scout/Book Room Project, in order to accommodate our guest, Scout Edward Williams of Troop 117. He outlined his proposed Eagle Scout project, the Library's Book Sale Room, including repainting & reshelving, and cleaning with the assistance of other scouts. He will formally submit a detailed plan to the Scout Council for approval in the near future. Once approved, Edward anticipates the project will be completed by the end of January 2019, in advance of the February Book Sale. The Board expressed appreciation to Scout Williams, and noted that it may consider professional refinishing of the Book Room floors upon the project's completion. Motion made by W. Chapman, seconded by C. Dubel, to accept this project. Edward and Jamie Williams left the meeting at 7:22 PM.

Minutes of the Regular (8/6/18) meeting were approved (C.Dubel, W. Chapman)

Financial Report:

Treasurer Joy Insinna presented an updated report of the library's current account balances; received and filed for audit (C. Dubel, W. Chapman)

Library Manager's Report:

Manager Rebecca Moe reported on statistics for August and September, noting increases in Patron Count, Circulation and Computer use in September following mixed numbers in August. A total of 15 programs were offered with 104 attendees during those months. Manager Moe attended four meetings, and reported a donation of \$150 received from the Alden Senior Citizens.

Association Report:

None

Communications:

A phone call was received from B&ECPL Director Mary.Jean.Jakubowski re: obtaining additional funding by possible changes to our charter. The Town of Alden has notified us that they are reducing our funding by 25% starting in 2019; the tentative 2019 Budget prepared by Clerk Jamie Craft shows the effect of this reduced funding. Ms. Jakubowski will be invited to come and address this issue with the board. A letter was received from the Muchow family, requesting return of a sign crafted by their father; request was granted.

Unfinished Business:

Treasurer Insinna reported Book Sale profits to date of \$790; sale ongoing till the end of October.

New Business:

Details regarding a possible Niagara Candy bar sale fundraiser were presented by Ms. Moe. After discussion, a motion was made by W. Chapman, seconded by C. Dubel, to initially purchase the minimum requirement of 12 cases, with Ms. Moe volunteering to chair this project. The Board discussed ideas for funding future operating expenses. A thank you note was sent to the Alden Senior Citizens for their generous donation. Trustee W. Chapman suggested a new lock or possibly a new door may be needed on the outside door in the hallway/elevator area, He will investigate ASAP and obtain estimates. Trustee Insinna suggested we research the possibility of obtaining assistance from the Alden Garden Club to enhance our landscaping next summer; President Chapman will look into this.

Next Regular Meeting: Monday, December 10, at 5:30 PM.

Adjournment: Meeting was adjourned at 8:26 PM (*W. Chapman, C. Dubel*)

Respectfully submitted,

Carol C. Dubel, Secretary Pro-Tem