

**Alden Ewell Free Library
Minutes – Board of Trustees
August 21, 2017**

President Susan Sabers Chapman opened the regular bi-monthly meeting of the Board of Trustees of the Alden Ewell Free Library at 7:08 PM on August 21, 2017. Present: Susan Sabers Chapman, William Chapman, Joy Insinna, Tanya Lords-Quinn, and Carol Dubel.

Agenda approved with additions (C. Dubel, W. Chapman)

Minutes of the Regular (6/5/17) meeting approved with the following corrections: A motion was made by W. Chapman, seconded by C. Dubel, to retain the current slate of officers - President (Susan Sabers Chapman), Vice President (William Chapman) and Secretary (Carol Dubel) - for the coming year. Additionally, Joy Insinna was elected Treasurer and Tanya Lords-Quinn, Trustee. Approved. Also, the Library Manager's Report should reflect that R. Moe has been a member of the Teen Committee since 2015, and has volunteered to host an upcoming meeting of the Committee at our library. The date of the next regular Board meeting was rescheduled to August 21, 2017. (*J. Insinna, W. Chapman*)

Financial Report:

Treasurer Joy Insinna presented a report showing the Library's current account balances: The report was received and filed for audit (*W. Chapman, T. Lords-Quinn*).

Library Manager's Report:

Manager Rebecca Moe reported increases in circulation, patron count and computer use in June and July after slight declines in May. She noted a large number of attendees at the many varied programs during the summer to date, with more planned this month. She has attended several Library Manager's meetings and will be hosting the 8/23 Teen Committee meeting. A donation of \$2,500 in Bullet Aid was received again this year from Senator Patrick Gallivan, as well as a \$100 donation from Dr. & Mrs. James Marks, with a pending 5X matching amount promised from his employer. Ms. Moe also noted that our library won a set of 26 young adult books as part of the "Teens' Top Ten" promotion, one of only 50 libraries nationwide to have done so; the books are now on display in our Young Adult section. Also, (www.aldenewellfreelibrary.com) our new website, is now fully functioning.

Association Report:

There was a very good response to the letters sent out to all current Association members, and updated information has been received, in addition to several donations and suggestions for future fund raising activities. After discussion, it was agreed that Secretary Dubel will resend the letter to those who have not yet responded, in order to bring our records up to date.

Communications:

A letter was sent thanking Dr. and Mrs. James Marks for their generous donation. President Chapman has received a communication from NBT Trust Management requesting updated information. A communication relevant to the new FMLA rules with regard to the Ewell Free Library was also received and reviewed.

Unfinished Business:

The Board will continue to research and explore various avenues and options for long-term investment of our funds to ensure the Library's continued financial security in the years ahead. The matter was tabled and will continue to be pursued at future meetings.

New Business:

The B&ECPL 2017 contracts and policies re: EEO & Anti-Harassment were reviewed and discussed. The Manager's 2016 Report to the Community was tabled for clarification of some points. Several new fundraising ideas were presented by Trustee Lords-Quinn, including "Christmas with the Ewells", a candy bar sale, and the distribution of flyers in various community locations (Pink Cow?) and at functions such as the Farmers' Market and Christmas In the Park. Board members expressed interest in pursuing several of these possibilities. Vice President Chapman reported that the handrails in the front entry way appear to be loose

from mid-level down, and suggested they be inspected and checked for safety. The President will request Ms. Moe to contact Bob Zelak for an opinion and estimate, should repairs be required.

Next Regular Meeting: Monday, September 18, 2017 at 7:00 PM

Adjournment: Meeting was adjourned at 8:20 PM (*T. Lords-Quinn, J. Insinna*)

Respectfully submitted,

Carol C. Dubel, Secretary