

January 14, 2019  
Eden Library Board of Trustees

Library Board President Pat Smith called the meeting to order at 6:30 p.m. In attendance were Linda Meyer, Marilyn Antos, Jim Agle, and Library Director Donna-Jo Webster.

The minutes of the December 10, 2018 meeting were read and approved as corrected.

#### DIRECTOR'S REPORT

The day care across the street brought 23 children over for Preschool Story Time this past Friday. This was the first time they have participated despite many previous invitations. Donna-Jo went over the statistics for the past month. She did not get the report that has been comparing our figures to those of other libraries.

The Friends group wants to be more involved with programs in 2019. Joyce Maguda has contacted a number of people about possible programming. On Feb. 16 they will sponsor a craft for teens and adults -- Button Bouquets for a maximum of 20 participants. The STEAM Saturday programs will start again this month with the children learning about robotics.

#### Bills:

Donna-Jo presented the following bills for payment:

Pennysaver-- \$238.50 for advertising in December

Gui's Lumber – \$105.58 (includes new sump pump)

A motion was made by Marilyn, seconded by Jim and passed to approve payment of these bills.

Donna-Jo mentioned that she has made up a "To do" list for Tony and asked him to meet up with Ron Maggs to see about the flag pole repairs and other repairs that the Town should be involved with.

#### TREASURER'S REPORT

Marilyn reported income and disbursements for the month.

#### BUILDINGS and GROUNDS

Jim and Tony worked on replacing the sump pump a few weeks ago. Jim suggested to Tony that the old sump pumps should be removed from the furnace room.

#### POLICY/PROCEDURES/OTHER

Linda passed out Conflict of Interest disclosure statements for both the library and Eden Library Foundation for Board members to sign. These will be kept in the secretary's minutes book.

It was noted that we have not had any additional requests from the Junior League regarding the donation of books for their clinic. Pat still wants to stop by and see the facility.

Linda will take a selection of donated books left from book sales to the dentist office book sharing space, the Boys and Girls Club “little library” in front of their building and the Eden Laundromat.

**Policies:**

Linda has printed out an entire list of Policies for the System and will work on updating our policy book as needed. The Board voted to adopt, as amended by the Central Library on December 20, 2018, the Equal Employment Opportunity and Anti-Harassment Policy. The Board also voted to adopt, as amended by Central on December 20, 2018, the New Construction/Library Expansion Policy. The Buffalo and Erie County Public Library Board adopted a new policy—Sexual Harassment Prevention— on December 20, 2018. This is a system-wide policy; the Eden Library board voted to adopt this policy as well.

The ACT trustee workshop will be held at the Central Library on March 2, 2019.

The board set dates for this year’s two book sales: May 1, 2, 3, 4 and October 16, 17, 18, 19. We will add an hour on Wednesday and have it go from 5 to 8 p.m. since we only have one evening now. The hours on Saturday will be from 10:30 to 1:00 p.m.

The next meeting board meeting will be Feb. 11, 2019 at 6:30 p.m.; this will be the annual meeting and reports are due.

The Board went into Executive Session at 7:40 p.m. and returned to the regular meeting at 7:50 p.m.

The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Linda Meyer, secretary