

March 11, 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, Phil Muck, Town Board liaison Sue Wilhelm and Library Director Donna-Jo Webster. The minutes of the February 11, 2019 meeting were read and approved as corrected.

NEW BUSINESS

Phil presented a flyer about Drag Queen Story Hours that was published by Christian Action Network and expressed his concern regarding these. There have been two at the Central Library. Donna-Jo stated that no one has requested such a program and reminded us that the American Library Association says that libraries are for everyone; we have to put aside our own prejudices and opinions. Sue Wilhelm also reminded the board that the library is a public building and access cannot be denied.

DIRECTOR'S REPORT

Donna-Jo presented circulation figures for February; figures were up over January. We have had several large fines paid recently which bumped up those figures. The Daycare kids have been to several more storyhours-- 25 came last week so that has really helped with door count and program counts. For February our stats were better than 11 other locations.

Upcoming programs include Easter WOW on April 15 and Make your Own Butter Lamb on April 17. The library will be closed on Good Friday but open on Saturday, April 20.

Two staff members will be out on March 14 for minor medical procedures, but both expect to be back for their regular schedules. Donna-Jo briefly reviewed a Civil Service change that affects all part-time employees in the System (and all of our staff). She also noted that the Return to System payment for last year was over \$1000.

Bills:

Donna-Jo presented the following bills for payment:

Pennysaver-- \$168 for February advertising

All Seasons Snowplowing— (for Nov/Dec. 2018, \$440 was paid) \$385 is balance owing and will be paid now. She has requested that we get monthly bills from them instead of several months being lumped together.

Tru Green—BA negotiated price \$405.65; will pay \$200 now and rest next month

A motion was made by Marilyn, seconded by Jim and passed to approve payment of the Pennysaver bill which is the only current bill not approved for payment.

TREASURER'S REPORT

No transactions this past month.

Marilyn reported that she had called the woman making the new drapes for the Community Room. They are finished and will be installed soon. These will be paid for out of Eden Library Foundation funds.

BUILDINGS and GROUNDS

Phil reported that he had received an estimate from Hae Jude for repairs to the sign. To repair on site would be \$975 or repair in shop would be \$1075. A new sign would be \$2015. A motion was made by Jim and seconded by Marilyn to have the sign repaired in their shop for \$1075. This was passed.

The town will do repairs to the flagpole.

POLICY/PROCEDURES/OTHER

As part of our ongoing review of Library Policies, Linda noted that since we have changed the Library's hours, the Community Room Policy needs to have the hours amended. A motion was made, seconded and passed to amend the hours to coincide with the Library's open hours.

The Confidentiality of Library Records is a system-wide policy. We have adopted this, but our dates for amendments do not match up with the system dates. A motion was made, seconded and passed to reflect the most recent amendment.

There was discussion concerning release of a minor's records to his/her parents; Donna-Jo will inquire at a director's meeting about this.

One of the policies that libraries that have been audited cited as being crucial is a Petty Cash Fund policy. Linda reviewed one from North Collins and one from Hamburg. They varied in the amount of petty cash to be expended during the fiscal year. North Collins allowed \$500 and Hamburg \$250. Linda will email this document to Betty Ann to ask for her input and we will discuss this again at the next meeting. The Investment Policy also needs to be looked into as part of this.

Donna-Jo mentioned that we have received several nice memorial checks (\$1000 and \$100) to be used as we wish. We also now have the DiPietro money and she suggested that perhaps these should go toward replacing the AC. We could also use part for a new seating area with rocking chair and lamp in memory of the patron whose family gave \$1000. We would need to get new, more consistent estimates for the AC project; Sue will ask the Town to help with getting these. Sue noted that the roof is on the Town's list for replacement.

We have been asked to get together a team for Trivia night for the Boys and Girls Club but this will not be pursued.

We have been getting big donations for the Book Sale. Pat would like to get a key to the library so that she can sort books on the weekends; DJ will get her a key and get her put in the security system.

The meeting was adjourned at 8:00 p.m.

Next meeting: April 8, 2019

Respectfully submitted,

Linda Meyer, secretary