

June 10, 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, Phil Muck, Bettyann Neifer, and Library Director Donna-Jo Webster. The minutes of the May 13, 2019 meeting were read and approved as amended.

#### DIRECTOR'S REPORT

Donna-Jo presented circulation figures for May. Patron count is up, but circulation is down a little. There was no interest in the Battle of the Books program this year so we will not have a team for the first time since this summer reading program began.

Two third grade classes have visited the library, which amounts to about 45 students. They bring pre-filled out library card applications with them and 18 cards have been issued to these students.

#### Bills:

Donna-Jo presented the following bills for payment:

Agle's Farm Market--\$40 for plants for the urns

Gui's—\$59.99

Pennysaver - \$359.00 (includes ad in the phone directory)

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

#### TREASURER'S REPORT

BettyAnn reported disbursements and balances for the month.

Marilyn has received an email from NY State regarding the income tax filing fee for the Eden Library Foundation. The State says we owe an additional \$25; she will talk to the accountant to see what the change might be about.

#### BUILDINGS and GROUNDS

Phil will call the sign company again about repairs to the sign to see when it will be back.

Linda suggested setting up a spreadsheet to list all repairs to the building including what the problem was, what the repair cost was, who did the repair, and who paid for the repair—the library or the town. This would help in the future when there is a question about when things were done. We will work on gathering this information.

The board will meet Wed., June 12 at 6:15 p.m. with Supervisor Hartman and Ron Maggs regarding repairs to the library building. There was discussion concerning the use of the DiPietro money for the new roof. It was generally felt that the money was

given to the library to use as it saw fit and that since the Town owns the library building they should cover the expense of the new roof.

At this point, a staff member interrupted the meeting to tell us that there was a leak in children's area that had just started. Bettyann will call Ron Maggs in the morning to alert him to this problem.

We need to get the lift inspected before the next book sale. Wesley Elevator has been servicing it. We should have this put on a recall so that it gets inspected on a regular basis. BettyAnn will call them to arrange for an inspection. Pat checked back through her notes and found that the last inspection may have been in 2012; she will check on other dates. The door handle was replaced in 2015.

It was decided not to hold a hot dog roast this year.

#### POLICY/PROCEDURES/OTHER

There was discussion concerning the Petty Cash Policy. A motion was made, seconded and passed to set the maximum amount in this fund at \$250 per year. This will be added to our policy book.

The next Book Sale will be held from Oct. 16 to 19.

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

Next meeting: July 15, 2019

Respectfully submitted,

Linda Meyer, secretary