

## Elma Public Library Board of Trustees Meeting

November 13, 2018

**Present:** Kim Dixon, Sue Sudlik, Ellen McGreevy, Terry Booth, Eileen Holden, Tom Pirrung and Tom Carloni

**Excused:** Sue Czech

**Minutes:** The minutes from the October meeting were reviewed.

**Librarian's Report:** Tom was a little discouraged since our numbers are still a little down. The door count is doing very well. The University Express programs were a big draw.

**Treasurer's Report:** Ellen suggested some signs be posted asking patrons to register for AmazonSmile and choose Friends of the Elma Public Library Inc. No significant changes in the finances.

### SUBCOMMITTEES

**ACT** – There is a meeting on Saturday 11/17/2018 at the West Seneca Library. Terry will report at the next meeting.

**FOTEL** – There was a good turnout for the November meeting. David Engberg did attend and will help with the fiduciary responsibilities until the new treasurer takes over. Perhaps in the spring some of the meetings will be held in the early evening to try and attract new members who are still working.

**Building and Grounds** – Tom thinks the town has found someone for the sewer project. Now they are thinking of changing the roofing project and remove the HVAC equipment from the roof and place it on the ground. This could be a problem with our funding from the grant. We asked Tom to send emails reminding Dennis and Joe that these projects need to be started within 6 months of receiving the funds from the grant or we will lose the money.

### NEW BUSINESS

A new projector and Blu-Ray player were purchased for the library.

Tom reported that he used money from the Gift Fund to provide honorariums for the University Express speakers. Tom told us that a \$50 gas card will be given to “Santa” for entertaining the children during the graham cracker house decorating program. Tom will contact Dave Engberg for a check from the Friends to purchase the card.

Mike Randall will be at the library on Monday, December 17<sup>th</sup> at 7pm to perform a retelling of A Christmas Carol. Central notified Tom that they will pay half of the fee.

Tom told us that the button maker from the library of things is presenting a bit of a problem because the button blanks are not available locally. He is going to include 10 blanks for the patron when it is signed out. If they need additional blanks, they will be able to purchase them from the library for \$ .25 each. Tom will order several hundred of these blanks from an on-line provider to have on hand.

The 2019 Holiday Schedule was discussed and the library will be open on Christmas Eve and New Year's Eve from 10 AM until 2 PM.

Because one of our board members has a scheduling conflict with the January, February, and March meeting times, we discussed ways that we could accommodate this member to be included. Ellen made a motion to

move the January meeting to December 11<sup>th</sup> and not meet in January. This was seconded by Kim and approved 6-0.

Kim recommended Eileen Holden for reappointment as a trustee. This was seconded by Tom Pirrung and approved 6-0.

#### OLD BUSINESS

The trustees completed work on the three year plan for 2019 – 2021. We will go over the final draft at the December meeting.

Kim made a motion to accept all reports and adjourn. This was seconded by Sue Sudlik and approved 6-0.

NEXT MEETING WILL BE DECEMBER 11<sup>TH</sup> AT 6:30 PM

Respectfully submitted by Terry E. Booth