

Marilla Free Library – 07/09/19 Board Meeting Minutes

1. **Call to order** - 6:04pm. In attendance: Shannon Thompson, Marty Mummery, Marsha Wingate, Rachelle Walker, Judy Farmer and Joanne Goellner. Also present: Kathy Winde. Absent: Bonnie Waterman (*Town Liaison*).
2. **Minutes** - A motion was made by Martha Mummery to approve June's meeting minutes as written. Second motion by: Marsha Wingate. All were in favor with none opposed.
3. **Public Expression** - No public expression.
4. **Reports**
 - a. **Treasurer's** - (*for full account details including all transactions and balances see the Treasurer's Report on file at the library*) Marsha & Shannon updated the Board regarding June's finances, transactions and account balances. A motion was made by Joanne Goellner to approve the Treasurer's Reports as presented. A second motion to accept was made by Marty Mummery. All were in favor with none opposed.
 - b. **Librarian's** - (*for full details, see the Librarian's Report on file at Library*) Circulation and Wi-Fi use were up. Computer use and Patron Count were down.
 1. The Library received a generous donation from the Lion's Club of East Aurora. The money will be used to add more sight saving materials to the library.
 2. Shannon presented invoices from the lawn games for payment approval. A motion was made by Marty Mummery to approve payment of \$304.73. Joanne Goellner made a second. All were in favor with none opposed.
 3. Shannon contacted R. Burger Electric regarding a price discrepancy on the invoice she received regarding bulb and fixture changes. It was determined that R. Burger Electric replaced a fixture with a more expensive one than was previously discussed, without prior approval. R. Burger apologized and moving forward, any work from the company will not be approved without a written copy of their estimate first. Shannon and the Board agreed that the new fixture would be an asset so no further action was necessary. A motion was made by Judy Farmer to approve payment of \$518.96 from the Operating Budget for the invoice. A second was made by Marsha Wingate. All were in favor with none opposed.
 4. A motion was made Joanne Goellner to reimburse Shannon \$89.23 from the Janitorial Budget for receipts she presented for solar lights purchased for the Marilla Free Library sign out front and for toilet paper for the staff bathroom. A second was made by Judy Farmer. All were in favor with none opposed.

Before hearing the Friend's Report, the board conducted an interview with Kathy Winde about becoming a trustee. At 6:20 pm the Board adjourned into executive session to discuss the interview. A motion was made by Joanne Goellner with second by Judy Farmer to end executive session at 6:42pm. During executive session, action was taken to approve appointment of Kathy Winde as a Marilla Free Library trustee. Upon return to the meeting, Kathy accepted and took an oath of office.

- c. **Friends'** - the next meeting of the Friends will be July 16th. They are discussing a chicken BBQ fundraiser. Several trustee board members offered advice and suggestions. The Friends are currently collecting books for their fall book sale.
 - d. **Fundraising Committee** - About 20 donations have been received by the library for basket raffles for the Marilla Carnival.
 - e. **Town Report** – Bonnie was not present for the meeting. Rachelle will contact Bonnie regarding the town's lift (same brand as Library's) which they will no longer need now that their new elevator is in service.
5. **Unfinished Business**
- a. **Building Maintenance** – Shannon contacted several contractors and is awaiting replies. The Highway Department donated and installed gutter guards for the library. It was recommended that the Library invest in a roof rake to help keep the top of the guards clear of leaves and debris. A thank you will be sent.
 - b. **Marilla Carnival** - The hours of the Fun Fest will be 4-8pm Friday and 2-8pm Saturday July 19th-20th. Shannon has to finalize candy and prizes. There seems to be enough volunteers for the event. Shannon has aprons for the volunteers that run games.
6. **New Business** - The 2019 BECPL contracts arrived. The Board reviewed the contracts, they were signed by Rachelle Walker and a resolution was adopted to approve the agreement submitted by the BECPL with a vote of 5 ayes and 0 noes. A motion was made by Marsha Wingate with a second by Joanne Goellner to accept the contracts and the resolution as written. *(a copy of this contract and resolution is on file at the library)*
7. **Other Business** - With deep regret, after many years of service, the board accepted the resignation of Martha Mummery as Vice President of the Marilla Free Library board and as a trustee.
8. **Next Meeting: 08/20/19 6:30pm**
9. **Adjournment** - There being no further business to conduct, a motion to adjourn the meeting was made by Marsha Wingate at 7:28pm with a second by Judy Farmer. All were in favor with none opposed.

Meeting Minutes Respectfully Submitted, July 23rd by Joanne Goellner, Secretary.