

## **Marilla Free Library – 07/17/18 Board Meeting Agenda**

1. Call to order
2. Minutes
3. Public Expression
4. Reports
  - a. Treasurer's
  - b. Librarian's
  - c. Friends'
  - d. Fundraising Committee
  - e. Town Report
5. Unfinished Business
6. New Business
  - a. Budget Request
  - b. Contract Approval Vote
7. Other Business
8. Next Meeting: 08/21/18
9. Adjournment

## Marilla Free Library – 07/17/18 Board Meeting Minutes

1. Call to order - 6:38pm. *In attendance:* Shannon Thompson, Kristen Matthews, Marsha Wingate, Rachelle Walker, Judy Farmer and Joanne Goellner. *Excused:* Martha Mummery. *Also Present:* Bonnie Waterman (Town liaison)
2. Minutes - Previous meeting minutes (from May) approved as written. *1<sup>st</sup> motion from Judy Farmer, 2<sup>nd</sup> by Rachelle Walker: all 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 updated the board regarding May and June's financials. Reports were reviewed by the board.
  - b. Librarian's - Circulation for the library was up by 175 items for June but down for the year by 213. Computer and Laptop use both were up while Wi-Fi usage was down.
    1. Stuffed Animal Sleep-Over had to be cancelled and will be rescheduled for Fall. Makerspace had 12 children attend and was successful. Book Club meets again in September.
    2. Sight saving materials were ordered using donation funds from the Lion's Club.
    3. Shannon presented a receipt from Scholastic for \$91.94 for end of year parry supplies and prizes. *A motion was made to approve payment by Marsha Wingate. Second motion by Joanne Goellner. All in favor with none opposed.*
  - c. Friends' - The book sale will be October 12<sup>th</sup>-14<sup>th</sup>. The Friends will set up on the 11<sup>th</sup>. Books will be accepted until October 1<sup>st</sup>. The group is contemplating a bake sale in conjunction with the book sale. They will also be doing root beer floats at the Sinatra Concert in August.
  - d. Fundraising Committee- Members of the FC and library board volunteered or donated towards Fun Fest as part of the Marilla Carnival. The committee shared the positives about the event as well as areas that could use improvement for the following year if invited back. Topics of discussion included handling volunteers, sponsor letters, and donations.
  - e. Town Report - Bonnie reported that the town had an elevator vote and funding was approved.
5. Unfinished Business - No unfinished business.
6. New Business
  - a. Budget Request - It was recommended that the library add an hour to the Clerk's position and take an hour from the (currently vacant) Senior Page position.
  - b. Contract Approval Vote – *(a copy of the contract & resolution is on file at the library)* The 2018 contract from the Buffalo and Erie County Library was presented to the board for approval. *A motion was made by Judy Farmer to approve the 2018 contract between the Marilla Free Library and Buffalo and Erie County Library. Second motion by Marsha Wingate. 5 ayes/0 noes.*
7. Other Business - No other business.

8. Next Meeting: 08/14/18 The August meeting date was changed from the 21<sup>st</sup> to the 14<sup>th</sup> to better accommodate board member attendance.
9. Adjournment - The meeting adjourned at 7:26pm. *Motion made by Joanne Goellner, seconded by Rachelle Walker. All in favor/none opposed.*

Minutes respectfully submitted July 29, 2018 by Joanne Goellner, secretary.