Minutes of the Dundee Library Board of Trustees Meeting

May 20, 2019

Mia called the meeting to order at 5:05pm.

Attendance:, Mia Clemens, Darlene Abbott, Connie Bickford, Alida Dombroski, Heidi Fryburger, Darla Hill, Sheree LaMountain, Kay Thomas, Interim Director Linda Nichols, Amy Fleet

* Darla made a motion to accept the agenda with the addition under New Business- After School Program. Seconded and passed.

Review of April minutes: Corrections and additions: The bid for the clean-up was for $450. On April 30th the STLS Foundation of the Southern Tier Library presented the grant for $750 for Amy’s new computer.

* Darlene made a motion to accept the minutes as corrected. Seconded and passed. It was suggested that we give a thanks to STLS for the grant on the Facebook page.

Personnel: Mia and the committee chose to interview 2 qualified people in regards to the Director’s position. The candidate they wanted to recommend later withdrew due to another opportunity. It was recommended we wait a month before re-opening advertising for the position.

Board Training: Linda handed members a Library Growth Cycle worksheet. We read a continuum of growth and decided where we were on the continuum for a few factors. We will go over more next month.

Financial Report: See Attached. The board reviewed the March and April financial information. Due to some discrepancies and questions a committee will meet with Tom Rodgers to resolve a few concerns in the reports.

* Connie made a motion to accept the list of current bills to be paid. Seconded and passed. See attached.

Fundraising: The Oak Hill Barbeque is June 8th from 9am-3pm. A sign-up sheet was passed around. It was recommended that we put together a packet to hand out at the barbeque. The Garage Sale is May 27th at 56 Water Street.

Property/Buildings and Grounds: See attached Report. It was decided to remove the deadbolt from the children’s bathroom door as it is becoming a problem. It was recommended that we get a regular bike rack in addition to the small ABC racks that were donated by the Rotary. There have been 9 keys to the library found and accounted for. It’s possible there is 1 key missing.

Grants: We are still waiting to hear from the Tripp Foundation. Ray Willis has now completed all the work covered under the grant for the new lighting.

Summer Concert Series: See attached plan.

Librarian’s Report: See attached.

Youth Services Report: See attached.

Endowment report from Vanguard: See Attached

Unfinished Business: E-mail addresses are all entered now. There is a need to designate a person who will send items to card holder e-mails.

New Business: A proposal was made to change the job title from Youth Clerk to Youth Services Librarian due to all the work Amy has to do in her position.

* Sheree made a motion to table this topic for further discussion. Seconded and passed.

 Linda recommended we change the Fine Policy. She recommended the late fee should be 5 cents per day for everything except for children’s books. There should be no fine for a lost library card and a maximum of $10 to replace a lost book.

June will be a fine-free month.

* Darla made a motion for Linda to change the fine policy and to have a fine free month in June. Seconded and passed.

Amy has a few children who come to the library every day after school. She would like to get help to have a program for the pre-teens 5 times per week. She has someone who has volunteered to help.

A thank-you note to Nancy Elliot for a generous donation to the building fund was entered into the record: See Attached.

Connie announced that she is moving to Rochester at the end of August and will need to resign from the board at that time.

Heidi will submit a bill in the amount of $12.50 for an ad in the Dundee Observer for the garage sale.

* Darla made a motion to adjourn the meeting at 7:40. Seconded and passed

The next meeting will be held June 17th at 5pm.

Respectfully submitted,

Alida Dombroski