

Seymour Library Board of Trustees Minutes

Date: 17 January 2018

Call to Order

The regular meeting of the Seymour Library Board of Trustees Minutes was called to order at 7:03 pm on 17 January 2018 by Board President T. Pennington.

Attendance

Present: Walt Borowiec, LuAnne Cenci (2018 Vice President), David Newman, Taysie Pennington (2018 President), Scott Rochette (2018 Secretary), Linda Sanford, Christopher Wilcox, Meg Zimmer (2018 Finance Officer), and Carl Gouveia (Director)

Absent: Brigitte Duschen

Guests: Mary Gira (staff), Jackie Smith (Clarkson liaison), Bill Privett (Compassionate Brockport), Susan Smith (public)

Public Comments:

Bill Privett from Compassionate Brockport addressed the Board. This group is committed to compassionate living in the Brockport area. The group is interested in developing a school-age (elementary through college) art contest, with a deadline of 13 April 2018. Physical entries will be submitted to the Library and picked up by the group. Compassionate Brockport would like Seymour Library to become a partner with Compassionate Brockport. This will be discussed by the board in the future.

Correspondence:

None.

Approval of Minutes:

L. Cenci made a motion (with W. Borowiec seconding) to accept the minutes of the December 2017 meeting. The motion passed unanimously.

Director's Report

None.

President's Report

Items of note:

- Brigitte Duschen's husband Charley passed away on the morning of 17 January 2018. A memorial service will be held at 2:00 pm 27 January 2018 at Concordia Lutheran Church in Kendall, NY.
- A discussion about Chris Daily's upcoming retirement ensued. It was thought by some to collaborate with Library staff members for a gift, but this was ultimately dismissed, as the Board believed that a separate gift from the Board would be better. D. Newman will research a personalized gift for the next meeting. The Board will also investigate the possibility of some kind of plaque for display in the Teen Area.
- With some reticence, a group photo of the Board was taken.
- President T. Pennington requested that she be emailed regarding future committee meetings.
- Director C. Gouveia will be assembling the agenda for Board meetings. Please contact him and President T. Pennington at least one week prior to Board meetings for addition of agenda items.

Old Business

Standing Committee Updates

Financial

2018 Committee members: M. Zimmer (Finance Officer, Sweden), B. Duschen (Clarkson), D. Newman (Brockport), N. Powell (staff), C. Gouveia (director). Other items of note:

- January bill signers: L. Sanford and M. Zimmer
- February bill signers: L. Cenci and M. Zimmer
- The Town of Clarkson has remitted their check somewhat early.
- Clarkson Supervisor Jerry Underwood has donated his after-tax salary (\$18,000) to the library. The Board expresses their sincere gratitude.

Approval of Bills and Treasurer's Report

After review, and with a motion from L. Sanford, seconded by L. Cenci, the Treasurer's Report and payment of bills were unanimously approved.

Nominating

2018 Committee members: W. Borowiec (Chair, Brockport), L. Sanford (Sweden), C. Wilcox (Clarkson).

Facilities/Operational

2018 Committee members: C. Wilcox (Chair, Clarkson), W. Borowiec (Brockport), L. Sanford (Sweden). Two anonymous donations (total \$3,000) were received to cover the cost of pump repair.

Marketing

2018 Committee members: D. Newman (Chair, Brockport), C. Wilcox (Clarkson), M. Zimmer (Sweden). Other items of note:

- A College at Brockport marketing senior is drafting a survey of current patrons regarding library news and programs. Main questions will include how a respondent gets her/his news and what library services (s)he find important. As she will not be serving enough hours, she will not receive college credit for her efforts. Nevertheless, it will still be experience that she can report on her résumé, and she will receive a token of the Library's appreciation.
- Two grant requests are pending.
- The Committee wishes to contribute monthly submissions for ongoing publicity.

Friends

Items of note:

- The Friends has a current balance of \$26,027.93.
- The 2018 Spring and Fall Book sales will be held on 11-14 April and 10-13 October, respectively.
- The Friends will support the Kiwanis Bookmark Contest with \$75 in prize money.

Policies

2018 Committee members: L. Sanford (Chair, Sweden), W. Borowiec (Brockport), C. Wilcox (Clarkson).

Personnel

2018 Committee members: L. Cenci (Chair, Sweden), W. Borowiec (Brockport), S. Rochette (Clarkson), C. Gouveia (director). There are currently four applicants for the Teen Services Librarian position being vacated by the retiring (and sadly unclonable) Chris Daily.

Foundation

Items of note:

- The Foundation met with the Friends to explore combining efforts.
- Out of four proposal requests for CPA firms, only one firm has responded. Their fee is comparable to that paid to the previous CPA firm. The deadline for proposals has passed, but it is possible that others will still respond.
- The Foundation and the Friends will collaboratively fund the installation of the PA system.
- A motion was made by L. Cenci (seconded by S. Rochette) for the Board to meet with the potential CPA firm during the February meeting. D. Newman (seconded by M. Zimmer) asked for an amendment to the motion, in which the Finance Committee would first approve the candidate. The amendment passed unanimously, and then the amended motion passed unanimously.

New Business

President T. Pennington outlined 2018 Board goals under the theme of advocacy, citing the following examples:

- Board members attend municipal board meetings, including those in towns/villages in which they do not reside
- Spread the word about the Library
- Attend as many political events as possible, including visits by Senator Ortt (25 January) and Representative Hawley (9 February), as well as Albany Day (28 February)
- Letter/postcard writing campaign in support of the library

With regard to the last point, it was suggested that prestamped postcards be prepared, with a single question for the senders to answer: what the Library does for me. Said postcards would then be sent to the appropriate political offices.

Adjournment

At 8:49 pm, a motion was made by T. Pennington to adjourn. The motion was seconded by D. Newman, and it was unanimously approved.

Next meeting: 14 February 2018, 7:00 pm.

Minutes respectfully submitted by S. Rochette.