

Seymour Library Board of Trustees

Date: 18 July 2018

Call to Order

The regular meeting of the Seymour Library Board of Trustees was called to order at 7:05 pm on 20 June 2018 by Board President T. Pennington.

Attendance

Present: Walt Borowiec, LuAnne Cenci, Brigitte Duschen, David Newman, Taysie Pennington, Scott Rochette, Linda Sanford, Meg Zimmer, and Carl Gouveia (Director)

Absent: Christopher Wilcox

Guests: Kathy Kristansen (Village liaison), Mary Rich (Sweden liaison), Lori Skoog (public), Susan Smith (public), and Jeannine Waldow (staff)

Public Comments

None.

Correspondence

None.

Approval of Minutes

L. Cenci made a motion (with B. Duschen seconding) to accept the minutes of the June 2018 meeting. The motion passed unanimously.

Director's Report

Director C. Gouveia's presented highlights of his monthly written report, including the fact that the Summer Reading Program is going well, but with fewer participants than in years past.

At the Director's request, W. Borowiec made a motion (with L. Cenci seconding) to close the library at 3 pm on 3 August 2018 for the End of the Summer Reading Program party. The motion passed unanimously.

At the Director's request, D. Newman made a motion (with L. Sanford seconding) to approve the appointment of Hannah Morrison as part-time Reference/Technology Librarian Assistant starting 9 July 2018 at \$16.75/hour, with a probationary period of six months. The motion passed unanimously.

At the Director's request, L. Cenci made a motion (with S. Rochette seconding) to approve the job description for Library Clerk, Circulation Substitute. The motion passed unanimously.

President's Report

See New Business.

Old Business

Standing Committee Updates

Financial

- July bill signers: L. Sanford and M. Zimmer
- August bill signers: L. Cenci and M. Zimmer
- At the Director's request, D. Newman made a motion (with M. Zimmer seconding) to approve the IRS Form 990. The motion passed unanimously.

Approval of Bills and Treasurer's Report

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

Nominating

No report.

Facilities/Operational

Mike Farrell and Chris Wilcox painted the curb median near the front of Story Brook Lane. The Board thanks them for their generosity of time and resources.

Clarkson Highway Department will be filling in holes in Story Brook Lane with hot asphalt. At the time of the meeting, it would appear that the holes are being prepared for repair.

Friends

No report.

Marketing

- The Committee met with Causewave via phone, and will meet in person on 23 July 2018 at 11:30 am. The Committee hopes to have an action plan by the end of August 2018.
- The Library table at the Sidewalk Sale was very well attended. There are plans to have a table at the Brockport Arts Festival in August.

Marketing (continued)

- Postcards to send to legislators were designed by Jeannine Waldow. The Board thanks her for her efforts.
- The Meeting of the Monroe County Library Trustees will take place at Seymour Library on 25 September 2018 from 6:00 to 8:00 pm. The theme of the meeting will be attracting difficult to reach populations (e.g., teens, young adults, and men).

Policies

No report.

Personnel

See Director's Report. There was a brief discussion regarding the possibility of Director C. Gouveia switching from individual to family health coverage.

Municipal Liaisons

With regard to the formation of a Business Consultant Committee, Jackie Smith and Jerry Underwood have indicated their willingness to serve on said committee, although the former would be unable to serve as chair. Village liaison Kathy Kristansen will be contacting the members of the committee to determine availability.

Foundation

The Foundation has two new members: Linda and Mike Schaffer.

New Business

President T. Pennington and Vice-president L. Cenci have been updating the Local History Room, with a theme of Past, Present, and Tomorrow. Materials have been donated by the Navy Club. In addition, trading cards from old local businesses are being displayed. A brainstorming session is scheduled for 20 July 2018 at 11:30 am.

The solar power project was discussed. There are two current trains of thought: to continue with the Village, or to proceed forward on our own (either via rooftop panels or a solar farm). Village Mayor Margay Blackman would prefer the Library continue its involvement with the Village efforts, and the Board must decide by 31 August 2018 on its intended course of action. The Board would like to meet with the solar company representative to have its questions addressed. If this cannot be done during the 15 August 2018 Board meeting, the Board will convene an emergency session prior to 31 August 2018. Director C. Gouveia will contact the solar company.

D. Newman made a motion (with W. Borowiec seconding) to sign up with the Village while continuing to explore our own options, in case the Village effort is not substantially complete by 31 August 2019. Subsequently, L. Cenci made a motion (with M. Zimmer seconding) to table the previous motion. The motion passed, with D. Newman abstaining.

New Business (continued)

Director C. Gouveia will update and print Trustee contact information.

Executive Session

None.

Adjournment

At 8:41 pm, W. Borowiec made a motion (with D. Newman seconding) to adjourn. The motion passed unanimously.

Next meeting: 15 August 2018, 7:00 pm.

Minutes respectfully submitted by S. Rochette.