

## Seymour Library Board of Trustees

Date: 20 June 2018

### Call to Order

The regular meeting of the Seymour Library Board of Trustees was called to order at 7:00 pm on 20 June 2018 by Board Vice-President L. Cenci.

### Attendance

Present: LuAnne Cenci, Brigitte Duschen, David Newman, Scott Rochette, Linda Sanford, Christopher Wilcox, Meg Zimmer, and , Carl Gouveia (Director)

Absent: Walt Borowiec, Taysie Pennington

Guests: Kathy Kristansen (Village liaison), Nancy Powell (staff), Mary Rich (Sweden liaison), and Jackie Smith (Clarkson liaison)

### Public Comments

None.

### Correspondence

None.

### Approval of Minutes

L. Sanford made a motion (with S. Rochette seconding) to accept the minutes of the May 2018 meeting. The motion passed unanimously.

L. Sanford made a motion (with D. Newman seconding) to accept the minutes of the 31 May 2018 special meeting. The motion passed unanimously, with L. Cenci and S. Rochette abstaining.

### Director's Report

Director C. Gouveia's presented highlights of his monthly written report.

At the Director's request, D. Newman made a motion (with L. Cenci seconding) to accept the resignation of Barbara Biljan as Librarian Assistant, Part-time effective 18 June 2018. The motion passed unanimously.

At the Director's request, D. Newman made a motion (with L. Cenci seconding) to authorize the Director to hire the replacement part-time position at the Librarian or Librarian Assistant level at the same salary. The motion passed unanimously.

## **President's Report**

Vice-president L. Cenci presented highlights of President T. Pennington's report, including:

- Vice-president L. Cenci composed and sent a letter to the New York State Commissioner of Education regarding the formation of a Library District.
- President T. Pennington and Trustee D. Newman attended the recent Area Trustee meeting at the Penfield Library. Highlights included:
  - Friends and Foundations groups were discussed at length, where it was determined that not all local libraries have them.
  - Other libraries are impressed with the success of our children and teen programs.
  - Other library trustees offered ideas for adult programs.
  - Other area libraries have reported steady declines in door count and circulation figures, while Seymour Library figures remain somewhat steady.
  - A trustee meeting will be held in August, hosted at the Seymour Library. The main theme will address attracting hard-to-reach patrons.

## **Old Business**

Standing Committee Updates

### **Financial**

- June bill signers: C. Wilcox and M. Zimmer
- July bill signers: L. Sanford and M. Zimmer

### **Approval of Bills and Treasurer's Report**

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

### **Nominating**

No report.

### **Facilities/Operational**

Mike Farrell and Chris Wilcox will paint the curb median near the front of Story Brook Lane during the week of 25 June 2018 (weather permitting). The Board thanks them in advance for their generosity of time and resources.

## **Friends**

- The Annual Friends meeting is on 17 September 2018 at 6:30 pm.
- The Annual Fabric Sale raised \$1,108.
- Checking balance: \$3,900
- Savings balance: \$18,816

## **Marketing**

- The Committee met with Causeway and developed a description of issues. The next meeting will take place on 9 July 2018 to discuss recommended actions.
- The Committee is seeking volunteers to staff tables at various local events (Sidewalk Sale, Brockport Arts Festival, Clarkson Good Neighbor Days, etc.). The primary role of the table is to provide information about the Library, along with its programs and available resources.
- Postcards to send to legislators have yet to be designed.

## **Policies**

No report.

## **Personnel**

See Director's Report.

## **Municipal Liaisons**

- The Town Boards would like clarifications on the roles of Friends and Foundation groups. Vice-president L. Cenci will provide such information.
- The grant application for the Community Garden has been submitted.
- The Clarkson Highway Department will fill in holes in Story Brook Lane with hot asphalt in the near future.

## **Foundation**

All 23 birdhouses were sold, raising \$275.

## **New Business**

With the Solar Liberty plan dead, numerous companies are interested in providing the Library with solar energy services. The Library has been advised not to wait for the Village if they wish to pursue this. As such, the Library will consider a plan to provide solar energy for the Library building itself. Facilities and Operations will be the contact group.

President T. Pennington and Vice-president L. Cenci have been considering ways to increase the potential of the Local History Room. One such idea is the establishment of a Yesterday, Today, Tomorrow theme. As such, it might be worth rebranding the space.

With respect to the development of a business consultant committee, Sweden supervisor Kevin Johnson expressed concerns regarding the makeup of the committee. After much discussion, it was determined that we should simply go forward with the committee as designed.

## **Executive Session**

None.

## **Adjournment**

At 8:33 pm, D. Newman made a motion (with S. Rochette seconding) to adjourn. The motion passed unanimously.

Next meeting: 18 July 2018, 7:00 pm.

Minutes respectfully submitted by S. Rochette.