

MINUTES
LIBRARY BOARD OF TRUSTEES
Wednesday, January 15, 2020

Present: Sheila Sterling, Eileen Gabrielle, Miriam Yu, Susan Jung, Anne Sullivan, John Trause, Claire Beslow, Joe Colella

Absent: Jim Lessersohn, Carol Blakeslee

Regular Business

1. Reorganization and Election of Officers – 7:37 meeting called to order
 - A. Mayor Diane Didio swore Eileen Gabrielle in as a Trustee
 - B. Voted on officers for next year; vote was unanimous
 1. Sheila Sterling – President (CB, AS)
 2. Eileen Gabrielle – First Vice-President (AS, CB)
 3. James Lessersohn (in absentia) – Second Vice-President (AS, CB)
 4. Anne Sullivan – Treasurer (EG, AS)
 5. Claire Beslow – Secretary ((AS, MY)

2. Approval of minutes: Regular meeting – December 11, 2019 (AS, EG)

3. Approval of financial reports – December 2019 – and Transaction Reports (Bill Lists) – December 2019 (CB, EG)
 - A. One change in the Treasurer’s Report—and that is in the BCCLS assessment—where we need to add some more money
 - B. Reviewed the Balance Sheet
 - C. Looked at Petty Cash Report
 - D. Our expenses aligned very well with the Budget
 - E. We were in very good shape for the end of the year
 - F. Looked at the Profit/Loss Comparison Chart
 - 1) Very similar numbers to those of last year
 - G. Talked about Transaction Report – we are going to pay all of the BCCLS bill at one time (the membership fees plus the delivery in one check)
 - H. Have not yet received a bill for health insurance

4. Acceptance of Information Services and Youth Services Librarians Reports (CB, EG)
 - A. Talked about how we will handle the Children/Teen Programs until new Youth Services Librarian is hired; also reviewed how the search for a new Youth Services Librarian is going

5. Acceptance of December 2019 Director’s Report (CB, EG)

Correspondence

Old Business

1. Strategic Planning Committee
 - A. John will send out some of the preliminary results
 - B. Received about 179 completed surveys

- C. Initial results show that we are in-line with how we adapted to what had been suggested in the previous survey
- 2. Construction Grant
 - A. John and Miriam met with Chris Sprague, the Borough's grant writer—we are requesting only \$60,000 and the minimum grant is \$50,000, so we are not out of line in what we are asking for; suggested that we just focus on being open as a warming center of the Borough

New Business

- 1. Diane Didio asked if we might support the Mayors' Book Club – we should ask Carol Blakeslee if she would be the liaison for this- John will email her tomorrow; focuses on grades K-3
- 2. Sine Die and Reorganization meeting on Tuesday, January 7, 2020 at 6:30 p. m. and 7 p. m. respectively at Borough Hall – Report
 - A. Miriam explained how the swearing in went this year
- 3. BCCLS Certification of Agreement – motion to certify the BCCLS agreement (AS, EG)
 - A. Sheila read the agreement aloud to Board members
- 3. Volunteers Breakfast on Saturday, February 22, 2020 at 9 a. m.
- 4. Library budget presentation 2020 (CB, SJ)
 - A. Jim and John will most likely do the presentation; Jim and Eileen work on the Power Point
 - B. Went over the proposed budget – line by line
 - C. Talked about the potential need for someone to assist with history room

Public Portion

Closed Session

Next Board Meeting Wednesday, February 12, 2020

Meeting Adjourned: 9:20pm