

# Ellenville Public Library & Museum

*July 16, 2018 Board Meeting Minutes*

**Members Present:** Trustees Donald Odom, Jr., Michelle Mainolfi, Erin Levine, Kate Walsh-Eckert, Pam Buchwalter, director Pam Stocking, attorney Abigail Osgood and special guest Lucas Stecyk.

The meeting was called to order at 6:13 pm after an updated trustee photo and a visit from Abigail Osgood's precious new son(DO).

**Oath of Office-** Pam Buchwalter was sworn in as trustee.

Changes were made to the offices and committee lists (see attached). The board discussed the option of rotating out the duty of museum liaison. There will be a sign up sheet at the joint museum and library meeting in September.

**MOTION:** to accept the revised June minutes (KW-E/MM/unanimous).

## **Financial Reports**

The treasurer's report was accepted (EL/MM/unanimous).

**MOTION:** Bills paid after the last board meeting were reviewed and accepted (KW-E/EL/unanimous).

The staff should be using the library credit card when purchasing items for the library. The library is tax-exempt and staff is paying state tax on items purchased.

**MOTION:** to accept budget analysis (EL/MM/ unanimous).

July bills to be paid were accepted (MM/KW-E/unanimous).

**Petitioners:** None

**Correspondence:** Janet Colburn attended the 125th anniversary and wrote a letter in great appreciation of the event. She also suggested that the library include the Chamber of Commerce for future events to distributed EWCOG contacts.

## **Committee Reports:**

### **Building and Grounds-**

Jesse Eberhardt has nearly finished the museum porch. He expects to be finished early this week.

We need to curb spending on this budget line as we are over budget.

### **Personnel Committee-**

**Executive session was called at 7:08 by Don Odom.**

**Executive session ended at 7:27.**

**Museum Committee-**

**New Business-** Freedom of Information policy was amended (KW-E/MM/unanimous).

**Motion-** to declare an old 2-drawer file cabinet as surplus (EL/KW-E/unanimous).

**Old Business-**

**Director's Report:** was e-mailed to the board.

**Children's Librarian report:** was e-mailed to the board.

**Community Relations Specialist's Report :** was emailed to the board.

**Museum Manager's Report:** was e-mailed to the board.

**Announcements:**

We have received many compliments on our float in the 4th of July parade. The board recognizes that the staff has had a very trying month and we appreciate the extra effort on everyone's part.

Meeting adjourned at 7:36 (KW-E/PB/unanimous)

Our next meeting will be August 20th at 6pm.