

# Ellenville Public Library & Museum

*December 17, 2018 Board Meeting Minutes*

**Members Present:** Trustees Donald Odom Jr., Michelle Mainolfi, Erin Levine, Kate Walsh-Eckert, Pam Buchwalter, teleconference: attorney Abby Osgood, absent with just cause: director Kristin Fowler

- I. Call to order 6:00 pm (DO)
  - II. Minutes
    - a. **MOTION:** accept November minutes (EL/KW-E/unanimous)
  - III. Financial Reports
    - A. Treasurer's report-
      - a. **MOTION:** accepted (KW-E/MM/unanimous)
    - B. Bills to be paid
      - a. **MOTION:** accepted (EL/PB/unanimous)
    - C. Budget analysis
      - a. **MOTION:** accepted (KW-E/EL/unanimous)
  - IV. Petitioners
    - a. None
  - V. Correspondence
    - a. A thank you was sent from the staff thanking the board for the holiday dinner and gifts.
  - VI. Committee Reports
    - a. Building & Grounds
      - a. Kristin needs to look into the work we had done on the air conditioner in 2017 so that we know what was done and what may be under warrantee.
      - b. Estimates were sent for mold remediation, ceiling replacement, chimney repair, heating/cooling, P.N. Alarm,
    - B. Personnel Committee
      1. Community Relations Specialist
        - a. A work in progress
      2. Negotiations
        - a. In progress
    - C. Museum Committee
      - a. Joint meeting is next month (January 10th at 6:45)
    - D. Planning Committee
- VIII. Old Business
  - a. Friends Group
    - i. Randy Enos came to speak to the board about Friends Groups
      1. Tool Kits were given to Kristen that may be helpful
        - a. Tapping into Baby Boomers
        - b. Libraries Need Friends
      2. We need to find the core group of people to help start the group
      3. The group will need to work well with the president
      4. It can take up to 3 years for a Friends Group to be formulated
  - b. **MOTION:** to pay recurring bills between board meetings in 2019 (MM/PB/unanimous)

- c. Staff survey results will be tabled until next month
- d. We need a technology committee and Digital Librarian
  - i. Dell will let us try and buy items

Executive Session entered at 7:28 to discuss matters of personnel (DO)

Executive Session ended at 7:36

IX. New Business

- a. King + King will visit December 21st at 1:00
- b. The board wants to look into ways that we can increase security for the staff
  - i. Life alert type necklaces from P.N. alarm
    - 1. Kristin can check on prices from P.N.
  - ii. A camera system

IX. Reports were emailed to the board and will be attached

- A. Director's Report
- B. Children's Librarian's report
- C. Community Relations Specialist report

X. Meeting adjourned at 7:46 (PB/unanimous)

**THE NEXT BOARD MEETING WILL BE MONDAY, January 22nd 2018.**