

Ellenville Public Library & Museum

November 19, 2018 Board Meeting Minutes

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

- I. Call to order 6:04pm (DO)
- II. Minutes
 - a. **MOTION:** accept October 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)
 - b. there need to be firmer policies and procedures for financial aspects
 - c. There are questions on tax and a bill to the school
 - C. Budget analysis
 - a. **MOTION:** accepted (KW-E/EL/unanimous)
- IV. Petitioners
 - a. None
- V. Correspondence
 - a. Nicole Sorbara and Joyce Cates would both like to buy back ten days of their sick time.
 - i. **MOTION:** to accept the request of both members (EL/PB/unanimous)
- VI. Committee Reports
 - A. Building & Grounds
 - a. The mulch needs to be removed from around the porch area. Kristin will contact Jim Hyatt as he has been hard to reach lately.
 - b. Jim does not have the capabilities to remove the spirea and someone else should be contacted about removal
 - B. Personnel Committee
 1. Community Relations Specialist
 - a. A work in progress
 2. Museum Manager
 - a. First priority is getting a Community Relations Specialist
 3. Negotiations
 - a. In progress
 - C. Museum Committee
 - a. The carpet was pulled up from the glass room and needs to possibly be replaced. Repairs should come from the museum budget line.
 - D. Planning Committee
 - a. Malory from Dell spoke to the BoT about purchasing a SMARTboard and the options available to us. We may be able to demo a SMARTboard for 30-60 days. Grants may be available to us for this purchase.
 - b. We need to have an hour and a half meeting (after Thanksgiving) on the budget and planning committees

- c. Some adjustments need to be made to help protect the safety of the staff

VIII. Old Business

- a. New Mandated Sexual Harassment Training
 - i. Will be done yearly
- b. December 6th Holiday Party – BoT & EPL&M Staff plus staff gifts
- c. Friends Group
 - i. Randy Enos will come in December to meet about formulating a group

IX. New Business

- A. Building issues
 - a. The organizational aspects of the library are being corrected
 - b. We need to have quotes for the ceiling tiles and removing wallpaper
- B. Personnel
 - a. Kristin was appreciative for being sent to NYLA for training
- C. Clayton Winters donated earnings from paintings to the library
- D. Wassail
 - a. The community room will be used for the Wassail

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
- D. MAB recommendations/notes
- E. RCLS Training Report (Camille)
- F. RCLS Training Report (Nicole)

X. Meeting adjourned at 8:18 (DO/unanimous)

THE NEXT BOARD MEETING WILL BE MONDAY, December 17th 2018.