

Montour Falls Memorial Library
Minutes of Trustees Meeting
September 25, 2018

Trustees present: Sam Shama, Phil Cherry, Phil Archer, Heidi Berghoff, Gary Emerson, Cindy Emerson, Marian Saks, Elaine Dalrymple

Trustees absent: Fred Sibley

The meeting was called to order by Cindy Emerson at 6:05 pm

Minutes from August 2018 submitted by Gary Emerson were reviewed and approved.
motion to approve minutes: Phil Archer second: Phil Cherry all approved

Treasurer's Report for August 2018 submitted by Marian Saks and approved.
motion to approve Treasurer's report: Phil Cherry second: Heidi Berghoff all approved

Committee Reports:

Finance Committee- Did not meet. Will meet October 10th at 11 a.m. to develop the budget.

Personnel/Nomination/Procedures Committee- Met on September 12th at 1 pm to develop an evaluation form for the library director.

Building and Grounds Committee- Did not meet

Fund Raising/Community Relations Committee- Met on Friday, September 7th and Tuesday, September 25th. Worked on putting together the basket raffle.

Board Actions:

Proposal to move funds from the Children's Library fund to General Library fund to pay for Roxanne's hours for the past nine months. There was a motion to change Roxanne's hours for the Children's Library to six hours per week for the Children's Library.
Motion- Marian Saks Second: Phil Archer All approved.

Board Information:

Old Business- SHPO update about the upcoming construction. Kelly heard back from SHPO. They recommend that any door or window over 50 years old be retained if possible Board members were also reminded of the upcoming STLS meeting at Watson Homestead on Tuesday, October 9th. Phil Archer also informed the board that the NYLA Conference is scheduled for Rochester on November 7-11.

New Business- Board went into executive session at 6:48 p.m. to discuss the evaluation form and process for the Library Director.

Motion to go into executive session: Cindy Emerson Second: Marian Saks all approved
Board came back out of executive session at 6:58 p.m.

Motion to end executive session: Marian Saks Second: Phil Archer all approved

Library Director's Report- Circulation statistics at the library were all increased in August. Blankets and Books was well attended at Havana Glen and will resume next year in the summer. The last program was August 28. The Seed Library has been taken down, but was a huge success this year. B.C. Cate school invited the Library to attend their Meet and Greet in September.

President's Report- President Cindy Emerson discussed the annual meeting for STLS to be held at Watson Homestead on Tuesday, October 9th.

Public Expression- None

Adjournment- Motion: Gary Emerson Second: Elaine Dalrymple all approved
Time: 7:08 p.m.

Next Meeting- Tuesday, October 24, 2018 at 6 p.m.

Minutes respectfully submitted by Gary Emerson.