

**SARANAC LAKE FREE LIBRARY**  
**Board of Trustees Meeting**  
**February 18, 2010**

Present: Trustees Carol Edmonds, Betty Wadsworth, Gloria Drucker, Donna Fulkerson, Shirley Morgan, Peter Merrill, Adam Brayshaw, Diane Peterson; Library Director Betsy Whitefield; Secretary Marilyn Riotto. Excused: Joan Tyler, Anne Paulson.

Meeting called to order at 4:00 p.m. by President Gloria Drucker. Agenda approved on motion by Carol/Betty.

**Minutes** of the January 27, 2010 board meeting were approved with correction under Schedule of Board Meetings for 2010: Add "Thursday, Feb. 18." Donna/Peter.

**NYS Annual Report:** Betsy presented the report to the board for the board's approval to send it to the State. She stated that the report's numbers are the same as those in the Annual Report to the membership, with the exception of a \$1,100 difference in the 2009 reserve fund due to a membership donation being entered twice. The 2009 Reserve line in the budget should read \$11,066.14 and the Contingency Fund \$6,366.14, with a budget total of \$291,916.14. The report was approved on motion by Diane/Carol.

**Financial reports:** Betsy presented the **income and expense** report up to Feb. 1, 2010. The first taxpayer contribution has been received and income and expenses are in line with the budget. Report on file.

Carol presented a summary of the **investment accounts**. Although accounts are down slightly so far this year, the library accounts performed well above the Dow and S & P for 2009. The committee will meet with Mr. Cowan, the financial advisor, soon. Report on file.

**CEFL fee increase:** Betsy reported that CEFL has increased the fee for our automation system \$275 for 2011 for a total of yearly cost of \$3025.

**Golf Day – Saturday, April 24:** Betsy reported that plans are moving ahead and that there are already three hole sponsors. Board members are asked to donate \$7 to purchase children's books for a raffle. She has written to Stewarts and Lake Placid Foundation asking for contributions for the event which will benefit the purchase of new library furniture.

**Winter Book Sale:** Gloria reported that gross proceeds were \$6,181.25 – the highest gross ever. Of that, the Winter Carnival Committee receives \$350 and Maddens Transfer & Storage has to be paid for moving the books.

**Constitution & Bylaws:** Adam gave board members a handout on const. & bylaws for their study.

**Code of Conduct Policy:** Betsy would like the board to amend the policy to include "no smoking or use of tobacco on library property." She would also like to include "no sleeping in the library." Language will be drawn up for approval at the next board meeting.

**Conflict of Interest Policy:** Betsy said the IRS will ask on future 990 forms if the library has such a policy. She will contact CEFL and ask for a copy of a standard policy. She said the IRS will also ask in the future if we have a "whistle blower" policy.

**Inventory:** Betsy reported that only two shelves are left to inventory of the library's entire collection. This has been a major project and the shelves look great.

**Policy & Procedures Committee** will meet Feb. 25 at 4:00 p.m.

**Art Committee** will meet Feb. 23, 4:00 p.m.

**Next library board meeting: Monday, March 8, 2010, 4:00 p.m.**

Meeting adjourned at 4:40 p.m. on motion by Diane.

Marilyn Riotto  
Secretary to the Board