

**SARANAC LAKE FREE LIBRARY**  
**Board of Trustees Meeting**  
**March 14, 2011**

Present: Trustees Carol Edmonds, Betty Wadsworth, Gloria Drucker, Donna Fulkerson, Shirley Morgan, Peter Morrill, Diane Peterson, Anne Paulson; Library Director Betsy Whitefield; Secretary Marilyn Riotto; and Caper Tissot, Chair of the Library Lunch Series. Excused: Adam Brayshaw and Peter Lukens.

Meeting called to order at 4:00 p.m. by President Anne Paulson. Agenda was changed to allow Caper to address the board after approval of minutes. Approved on motion by Gloria/ Carol.

**Minutes** of the January 26 minutes (after adding Feb. 14 to the board meeting dates for 2011) and the minutes of the February 14, 2011 meeting were approved on motion by Donna/Carol.

**Library Lunch Programs:** Caper Tissot said she needed to have a laptop computer for use during the programs, and Betsy said the library has recently purchased a laptop and she may use it. She also requested that the library give some sort of remuneration to the speakers. The Adirondack Room has copies of the book Life on the Border, and the board approved a motion by Gloria/Donna to give a copy to presenters in appreciation for their services.

(Betty Wadsworth joined the meeting at 4:10 p.m.)

**Director's report:** Betsy reported that the February circulation was the same as last year and that the library was closed for two snow days. The **February book sale** brought in about \$5,600, and **Cabin Fever Cookies** were well received by the patrons. The **State library report** was transmitted and has been accepted. A \$9,000 check was received as partial settlement of the **George Booth Trust**. She also reported on the death of the library's good friend, **Brick Bentz**, who served on the board and as chair of building and grounds for many years. He will be missed. The complete report is on file.

**Director's financial report:** Copy of the library's request for taxpayer contribution to appear on the school budget ballot in May has been sent to the school. The budget is on track for the year, except that the cost of snow removal has already used up 66.32% of the year's maintenance budget. The report was reviewed and accepted. (On file).

**Finance Committee report:** Carol reported that our accounts have shown a 2.45% gain. The committee met with Mr. Cowan; he still has one-third of the portfolio in cash, but is working to change that. (Report on file).

**Building & Grounds:** Betsy reported that following the building inspector's request, occupancy signs have been posted in each room of the library.

**Membership:** Campaign letter will be mailed the first week in May. Betsy is working on the list of patrons, Anne will write the letter and have it ready in time for board members to add notes before the mailing, and Marilyn Riotto will assemble helpers for the mailing. Gloria & Shirley volunteered to help.

**Main Reading Room Furniture** ad hoc committee has met, and Betsy reported that a proposal from a provider is in the works.

**Old Business:**

**Christy Fontana** presented a written request for reimbursement of \$359.69 for damages to her car when ice fell off the library roof, and the board agreed to payment at the Feb. 14 meeting contingent upon this request. The payment has been made.

**Paul Herrman – tree limb removal and land issues:** Mr. Herrmann has asked the library to pay to have the tree limb removed that is hanging over our building. The tree is on his property. Following discussion, the board unanimously approved a motion that Betsy and Anne write to Mr. Herrmann and inform him that we do not have the funds to pay part or fully to remove the limb. The tree is on his property. (Gloria/Diane).

Betsy reported that she has given him a certificate of insurance because Hyde Fuel uses his property to fill our oil tanks. Part of our building is over the property line by 1” – 2” according to different surveys. Mr. Herrmann suggests the line be adjusted in exchange for a piece of property that backs his property and belongs to the library. Board, in discussion, suggested he pay our legal fees and for a survey to re-draw the line in exchange for the plot of land, and that he grant an easement.

Discussion tabled until a later meeting.

**Approval of Policies & Procedures: Section 5, Subsection 4, Library Operations** – approved with minor corrections on motion by Carol/Donna. (On file).

**Approval of Policies & Procedures: Section 5, Subsection 5, Personnel** (including position descriptions) – Approved with minor corrections and the addition to the job descriptions: Any other duties deemed necessary in support of library operations. Diane/Betty. (Copies on file). Board members thanked Gloria and the committee for all their work on this project.

**Next Meeting:** May 9, 2011, 4:00 p.m.

Meeting adjourned 5:15 p.m. on motion by Gloria/Carol.

Marilyn Riotto  
Secretary to the Board