

SARANAC LAKE FREE LIBRARY
Board of Trustees Meeting
September 12, 2011

Present: Anne Paulson, Peter Lukens, Betty Wadsworth, Shirley Morgan, Gloria Drucker, Peter Morrill, Carol Edmonds, Adam Brayshaw, Betsy Whitefield, Donna Fulkerson and Diane Peterson.

President Anne Paulson called the meeting to order at 4:00 p.m. The agenda was approved on a motion by Betty/Carol.

Minutes of the May 9, 2011 meeting were accepted on a motion by Peter L./Adam.

Director's Report: Betsy's report is on file. Over the summer, there was a slight decrease in circulation but not patron visits. This is typical for the CEF Library System, with all the new technologies. Our 5 computers have been adequate (15-30 min. wait, at most) with people using Wifi and their own computers. Summer reading program went well. Book sale brought in over \$10,000, but we may need to budget less for next year. The new furniture was paid for with memorial and bequest money, only. Peter Benson and the two high school students resigned and will be replaced by one new student and one new staff member.

Finance Committee Report: Betsy reported that the library is on track at 70% of income and 68% of expenses. Money will be coming in from the school. This winter the maintenance may go over budget because of all the snow earlier in the year; but the contingency fund should cover it. Carol reported on her talk with the financial advisor who is still bearish on the market. The averages are down 6-8%, but our account is only down 3%, with a large cash percentage at present.

Buildings and Grounds: Betsy has contacted North Woods Engineering for an estimate for redoing the front walkway, which is in disrepair and not wide enough for wheelchairs. A motion was made (Diane/Carol) and approved to accept a proposal for an expenditure, not to exceed \$5,500, for replacement of the walkway and any related repairs. Another motion was made (Betty/Donna) and approved to submit a grant application for library construction funds to the Division of Library Development of the NYS Education Dept. The money comes through CEF and should be available.

Personnel: Betsy will report one new hire and another next week to the State.

Membership: 70% of goal. Money typically comes in at the end of the year.

Policy and Procedures: Gloria noted an omission regarding display policy which needs to be added to Section 5. The finance section is typed and will be presented to the board. The by-laws will be on the web site. Procedures may be placed on a secure board site.

Old Business: The web site committee has not yet met. The blog will be taken down. The Face Book page is being used.

New Business: A motion was made (Diane/Carol) to add Marilyn Riotto's name to the volunteer plaque, in recognition of her valued service to the library. She is leaving the area and will be missed. Anne reported that Caper Tissot had requested a change in the sales policy for presenters. After discussion, Gloria made a motion to add to Section 5, Subsection 4, Library Operations: that authors and musicians who present a library-sponsored program would be allowed to sell their works during the event without any reimbursement to the library. Peter L. seconded. Approved, with one abstention. Betsy asked that the board work on a succession plan regarding retirements, in accordance with the 5-year plan.

Next Meeting: Nov. 14

Meeting adjourned at 4:55 on a motion by Carol/Shirley.

Shirley Morgan, Acting Secretary to the Board