

Sharon Springs Free Library

Trustee Meeting 3/5/20

Attendance: Sue Fink, Lora Newell, Susan Rorick, Bob Fucci, Gina Gilbert, Helen Thomas and Jeanne Irwin

Meeting called to order: 7:06

Minutes approved with a correction to remove the amount of tax money expected. Jeanne/Sue

Treasurer Report: attached

Letterhead is needed for sending out water bills etc. – *Lora will provide letterhead electronically, so it is consistent and available when needed*

Yearly donation to Building Fund will be checked into by the Joint Liaison Team (*Lora and Jeanne*)

Susan plans to change how grants are shown, so that they are received and spent from the same line.

Director's Report: attached

A motion for the Sharon Springs Free Library to approve the MVLS – SALS Joint Automation Agreement was made. Motion to approve – Bob/Gina

Fire Commissioners responded to letter about false alarm and firefighter conduct with an apology and thank you for alerting them.

Annual report submitted – a few pieces missing. Audit date found – June 19, 2019 and approved by board on June 25, 2019.

Summer Reading – “Imagine Your Story”. JoAnn and Santiago will run this on Wednesdays after rec. Santiago will be paid for his time. *Jeanne will request bussing between programs.*

I Am Little Red cost more than expected. We may be able to get a copy as we are a Title One School district, although Susan will check if CARRT owns it and would do a presentation. Bob suggested involving other libraries at the same time.

Motion made to purchase a mini computer through MVLS with the docking devices. It was noted we will always want to keep a computer with a CD drive or purchase an external one. Susan / Sue

The MVLS Board rotates where they hold their meetings and will be using our community room for their April Meeting. We will provide a few refreshments.

Committee Reports:

Facility and Maintenance – doors and frames on each end of the building are going to need replaced. Will look into fiberglass with aluminum frames similar to what is currently being installed at the school. At the same time, we will look into Keyless Entry for the building. *Jeanne will request info and estimates from Rob Kellar (clerk of the works) and Stinson Locks (who has offered to come to a meeting with an overview).*

Fyr Fighter returns this week to complete annual testing. Motion made to replace missing fire extinguisher – Bob/ Susan *Helen will request a new extinguisher for the lobby as that one is missing.*

Old Business:

Great Book Giveaway – April 3,4,5. Gina and Olivia will be away, but SUNY students have contacted us and Helen will attempt to coordinate their times with setting up early on Friday. A few other volunteers have been found to help Friday also.

Gina is making tickets for the “Pre-Sale”. Refreshments were discussed.

Gina has found an anonymous donor to purchase 100 bags with our name on them and will have them in time for the Giveaway. They will sell for \$5 apiece.

It was suggested to have a survey available at the Giveaway, allowing us to use any information in the Long Range Plan. A motion for the Long Range Plan to be tabled was made – Susan/ Bob and board members are to bring a dream list that could be incorporated into it.

Lora has a few truckloads of books to be brought up from her house – looking at Saturday the 28th – midday. *She will confirm.*

New Business:

Helen would like to clean out items in the office to make more room. Desk appears unused and taking up space. Boxes and files of old records are in there. *MVLS should have guidance on what needs kept and for how long.*

Jeanne suggested having puzzles to loan out, similar to the opera cds, once we have more storage space.

Gina distributed an updated trustee list. *(includes the correct email address for her)*

Executive Session: none

Adjourn: 8:45pm

Minutes submitted by Jeanne

Director's Report
February 2020

The SALS/MVLS joint agreement needs to be signed annually. We need to approve and note that approval for signature in the minutes.

NEW York State Annual Report

Gina finished sections 1 – 10. The whole is due to be reviewed at MVLS before submission.

Human Trafficking follow up. "I Am Little Red" was over \$250 but possibly available for free. I have sent and email to see if we could get it free. It is aimed at middle school students

Adult training is available from a number of sources, although what I have found so far is aimed at professionals. The Florida Dept of Law Enforcement has an online free training we could use, "Introduction to Human Trafficking." The National Human Trafficking Training and Technical Assistance Center has training available from a public health approach. It is free, but I need to investigate further what it entails.

Grants

Stewarts Grant was submitted for \$900 (800 children's programming – sled dogs and music, 100 paint) Second adult programming session scheduled for this Saturday \$100 from Dream and Do Grant (balance \$300)

Computers

An MVLS group order for computers is going in March 6. We have previously budgeted for one computer per year but did not get one last year. The large tower computers are scheduled to be phased out and there are some delays due to virus issues in China. MVLS has been testing mini computers that have all the same features as the big ones except for a cd drive. The cost for a public mini computer is \$698. It also needs a stand (\$25) and a Kensington Lock (\$22) is recommended to secure it. An external DVD drive is available but not needed here where we have three computers with them. It is possible to get a docking monitor (see attached) that converts it to an all in one, but that is \$230 and we really have an abundance of monitors. My recommendation would be that we buy the mini, stand and lock.

Book Giveaway Questions

Tickets and bags?

MVLS Awards

Recommendations are due by march 20. I have resubmitted ours from last year.