

Ethelbert B. Crawford Public Library
Board of Trustee Meeting Minutes
February 15, 2018 – Approved March 15, 2018

The meeting was called to order at 5:35 pm by Vice President Marcia Raponi. Other trustees present were Christine Cavello, Connie Keller, Sari Rosenheck, Steve Sharoff and Marvin Rappaport, as well as Mary Paige Lang-Clouse, Director. Absent was Lynn Skolnick.

Connie moved and Chris seconded motion to approve the minutes of January 18, 2018. Motion passed unanimously. There was one item of correspondence, a thank you note from Joan Booth for holiday staff gift. Marcia presented vouchers for bills to be paid and moved to pay all bills presented. Connie seconded the motion and it passed unanimously.

Connie recommended we consider expanding the Board by two or more members as there is much to be done and it sometimes creates a burden for current trustees to get all their respective responsibilities and committee work done expeditiously. Matter was tabled until a full board meeting for further discussion.

Committee Reports

Policy Committee did not meet this month. Going forward, it will meet on last Tuesday of month at 10:30 am.

Program Committee found excellent ideas for programming in March, including: March 1 --John Conway to speak on Woman's Suffragette Movement in honor of Women's History Month; March 8 --Jonathan Fox to present Service Dogs; March 13 --How to Make Terrariums by Friends of the Garden; March 22 & 29 --Brenda Sywalski to hold two part class on print making. Program Committee will meet next on February 21 at 1 pm.

Youth Services Report was presented in writing by Cheryl Jones. It was an excellent array of programming in January with 31 children's programs serving 60 parents, 114 children and one teen. There were 12 teen programs with 13 teens attending. Friends held their seasonal program on February 3 with over 65 people including 35 children in attendance to read winter stories, share snacks, and make pine cone birdfeeders. Computers were used 38 times in children's room and teen computers used 42 times. The Facebook page has 783 likes, Twitter has 305 followers and Instagram has 329 followers.

Connie asked that our accountant attend the April meeting to go over some of the financial statements the Board has continuing responsibility over. We want to be knowledgeable about the various materials we review periodically.

Director's Report was presented (see separate written report). The Board approved (need mover, seconder?) moving \$19,000 from other salaries to repairs and maintenance account to cover Bruce Reynolds, who is an independent contractor performing both maintenance and custodial services. Steve moved and Sari seconded a motion to create two part-time positions of Building Safety Monitor. Funding for these positions was included in the 2018 budget. Motion passed unanimously.

Steve has friend willing to give a gift of \$10,000 for a library educational project/program this summer. Mary Paige will put together possible options for this gift and after the donor decides which we will acknowledge the donor appropriately, etc.

Board went into Executive Session at 6:45 pm to discuss landscaping contract matters. Board came back in regular session at 7:05 pm.

Board was made aware of Catskill Hudson Bank & signature of an account signer required on Beneficial Ownership Certification Form.

Old Business

EBCPL hosted a Legislative Advocacy seminar by Grace Riario from RCLS which was an excellent primer on how to take your message to your legislators. About a dozen people attended from different area libraries. Advocacy Day is Tuesday, February 28 with several buses going to the State Capitol for a rally and meetings with our respective Senators and members of Assembly.

Leak on the Broadway side of the building is still an issue but we are trying to ameliorate it with local contractors since DASNY has not taken care of it yet.

Follow up on status of landscape project will be handled by Mary Paige.

New Business

Steve moved and Connie seconded a Board resolution approving the NYS Annual Report. Resolution reads as follows:

The Ethelbert B. Crawford Public Library operated under its plan of service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that the 2017 Annual Report was reviewed and accepted by the Board of Trustees. Passed unanimously.

Mary Paige will provide further information at March meeting on Fine Free Trial. Many of the libraries in the RCLS are looking to conduct a Fine Free trial for J and YA materials for 3 months in the spring (to start in late May/early June). The Board will consider the proposal once further details are provided.

Motion to adjourn at 7:24 pm made by Marvin, seconded by Steve and adopted.

Next meeting 3/15/18. Respectfully submitted by Marvin Rappaport