

Bancroft Public Library
Board of Trustees – Minutes of the January 8, 2019 Regular Meeting

Present were Ed Donoghue, Kim Erbe, Rebecca Brown, Siri Allison, Alesa Wilson, Director Susan Getty, Town Board liaison Marcus Blanck, Town Supervisor Evera Sue Clary, and members of the public.

President Ed Donoghue opened the Annual Meeting for the purpose of electing the 2019 Officers. After nominations, moved by Kim Erbe, seconded by Alesa Wilson, and carried by unanimous vote, the President Elect was Ed Donoghue and the Secretary and Financial Officer was Rebecca Brown. After nomination, moved by Siri Allison, seconded by Alesa Wilson, and carried by unanimous vote, the Vice-President Elect was Kim Erbe. In addition, Siri Allison made a motion, Alesa Wilson seconded, to name Kim Erbe and Rebecca Brown Library Board representatives to the Town Board.

Following the vote and acceptance, the Annual Meeting was closed and the regular meeting opened.

Minutes: Alesa Wilson made a motion, Siri Allison seconded, to approve the December 4, 2018 regular meeting minutes. All were in favor and the motion was carried.

Public Comment:

Correspondence: There were four year-end donations received from local residents and the Salem Area Senior Citizens which totaled \$1050.00. In addition, Grant-in-Aid funding of \$2500.00 was received from State Senator Betty Little.

Treasurer/Finance Officer's Report: Vouchers from the Library Fund Nos. 1 through 5 and totaling \$1435.26 were audited and ordered paid. Alesa Wilson made a motion, Kim Erbe seconded, to accept the Financial Statements as presented. All were in favor and the motion was carried.

Library Director's Report: See attached, including monthly statistics.

Committee reports: None due. However, discussion was had concerning the Program Planning Committee, the establishment of which has been brought up before. Kim Erbe made a motion, Rebecca Brown seconded, to name the first four members of the Committee as Trustee Alesa Wilson (as Chair), Trustee Siri Allison, Library employee Melissa Curtis, and patron and community member Lauren Getty. This number will most likely be expanded in the future by invitation to interested parties and will meet periodically through the year, with reports to the Board at the next regular meeting.

Old Business: Regarding the status of the Charter Application, there is still no word.

Regarding the State Aid for Library Construction Grant Application, it is still with the Division of Library Development.

Regarding the SALS Challenge Grant, submitted December 28, 2018, no word has been received as yet.

Regarding Attorney Dennis O'Connor's review of the trust paperwork, etc., there has been no word as yet.

Regarding Directors and Officers Insurance, inquiry has been made to the Town Supervisor who will check with the Town's insurance broker.

As the Kindle Paperwhites have been disposed of per the Board's approval at its December meeting, Rebecca Brown made a motion, Alesa Wilson seconded, to remove the "Circulating Kindle Agreement Policy" from the Library's policies. All were in favor and the motion was carried.

Regarding the picnic tables and courtyard improvements, discussion was tabled.

Regarding snow and ice removal around the Bancroft Building, Kim Erbe made a motion, Alesa Wilson seconded, to contribute one third of the amount required to pay for a custodian for this purpose. All were in favor and the motion was carried. This proposal will be presented to the Town Board at its next regular meeting for discussion.

New Business: Regarding Library security for the door between the Library and Proudfit Hall when Court is in session, discussion was had about installing a code/combination device which would enable the Judge or Court Clerk to pass through to their office while barring access to the Library for the public. Alesa Wilson made a motion, Siri Allison seconded, to research and purchase such a lock. All were in favor and the motion was carried.

Considerations for an increase in this year's proposition on the School ballot were discussed and included increased hours of operation, appropriate employee compensation given the increased hours, broader internet access than that provided by SALS, and a contribution toward a building custodian. The new proposed hours of operation would be: Monday 1:00 to 6:00 PM, Tuesday 1:00 to 8:00 PM, Wednesday 10:00 AM to 6:00 PM, Thursday 1:00 to 8:00 PM, Friday 1:00 to 6:00 PM, and Saturday 10:00 AM to 2:00 PM, for a total of 36 hours per week. The Financial Officer will work on an estimate of increased wages to accompany increased hours and programs; the yearly cost of increased bandwidth, and the yearly cost of one-third the salary of a part-time custodian.

Rebecca Brown made a motion, Siri Allison seconded, to go into executive session to execute a performance review of our Library Director. After coming out of executive session, the very positive results of the Board's review were shared with Director Susan Getty, with their thanks for her superior service.

The next meeting was set for Tuesday, February 5, 2019 at 6:30 PM.

The meeting was adjourned.