

Jordan Bramley Library Board of Trustees
Minutes for Regular Meeting
Monday, November 18, 2019, 6:30 p.m.

Call to Order: 6:33 pm

Attendance

Present: Bader, Carlson, A, Carlson, L, Johnson, Richardson, Sullivan, Byrnes, Clark.
Guests: Monica Critz

REPORTS:

Treasurer's Report: Approved

Secretary's Report: Approved. Refer to these Corrections: Fall baskets are actually Christmas Baskets. Raffle for baskets will be held on Thursday, December 5th, The lighting ceremony will be held Wednesday, December 4th.

Director's Report: Approved

Motion made to accept the Reports by Tim seconded by Anna

Vote: Unanimous

Friends Report: Skip for this month.

OLD BUSINESS:

Ceiling Projector – Tim- Install is imminent. We will purchase a laptop for use with the projector. We will have a lockdown device for it. The laptop will be checked out.

Family Dollar easement maintenance – Tim- Family Dollar is not maintaining the easement. There are stumps there that they said they would remove that have not been removed.

Blood Mobile – Tim- The blood drive was successful! We had 10 people sign up and 11 total came to give blood. There was a motion to offer our community room to the blood mobile. They must clean up after. 2nd by Leslie. Unanimous

Social Media – Anna- We need to advertise library activities in order for the community to be informed. Advertising will also make our fund raising activities more successful. We should advertise our activities on JE Buzz and the Town of Elbridge Websites. For print advertising, we will use the Eagle Observer. This costs about \$140/month to advertise twice a month. We will advertise what's going on in libraries including classes, gingerbread house crafts, etc. We will also use syracuse.com for Friends Events such as rummage sales, Christmas Basket Raffle, Tree Lighting, and ice cream social. This should cost around \$800-1000 for the year. We can also use the Facebook Events Page to advertise events for a small price. There was a discussion about establishing an advertising budget. After discussion, Tim made a motion to establish an advertising budget of \$1500. Jan 2nd. Unanimously approved.

Legal work – Jan- The Village wants us to handle all expenses associated with the transfer of the land-locked parcel of land. Bruce, our lawyer, recommends a Quick Claim deed to protect the library. We have spent \$1149.75 of our \$2000 legal budget for this year. We decided to vote on this matter once we get a more exact cost.

Historical Society – Jan- Jan went to a Meeting and there is no movement at the Historical Society. She spoke with 15-20 people. They have been unable to attract volunteers. They did ask Jan to volunteer. There was not a lot of enthusiasm at the meeting. One option is to let the Society stay in the room they are in and ignore that room when planning the new library. However, we could use that space in our library redesign. It may be a cheaper option than expanding out to the pole barn. We may want to give them notice. We can ask the Society to move their things. Whatever we decide, it's important for us to keep in mind that our primary responsibility is to be good stewards of the library.

We discussed the need for an architect. Can we pay for architect with MML? We thought a structural engineer should come to determine what walls can be moved, etc. Then we take the next step to procure an architect.

If we decide that the Historical Society must move, we need to discuss this with the Community Council and the Historical Society.

Library Tours – Loretta- The library tours are very informative. We are collecting some great ideas that we can potentially apply to our new library design. We will be going on two more trips. Saturday, November 16, and November 23. Everyone is welcome to come along!

NEW BUSINESS:

Board Seat – Linda - Interest from Kira VanAuken. Also, Monica Critz stopped by to observe the Board meeting tonight as a potential candidate.

2020 Budget: After discussion and keeping in mind that New York State has mandated that we raise salaries, Tim made a motion to ask the community for an increase of \$5200. 2nd by Jan. Unanimous vote.

Board Assignments for 2020: Saved for next meeting

OTHER BUSINESS

Date for annual meeting: January 27th, 6:30 PM

We will send invites to elected officials, School Board, Community Council.

Adjournment: 9:26 PM

Next Meeting: December 16, 2019 @ 6:30