

Jordan Bramley Library Board of Trustees

Minutes for Regular Meeting

**Monday, February 24, 2020 6:30 p.m.**

**Call to Order 6:34 pm**

**Attendance**

Bader, Carlson, A, Carlson, L, Johnson, Richardson, Sullivan, Brynes

**Adoption of Agenda**

**REPORTS:**

Director's Report

Secretary's Report

Treasurer's Report

Motion made to accept the Reports by David Bader seconded by Anna Carlson

Discussion/Corrections: none

Vote: Unanimous

**FRIENDS REPORT**

Friends Rep. -

Friends Liaison - Linda (Interim)

There were baskets left from the raffle that were not claimed. Friends decided to redraw names to give them away. They are all gone now. Friends are developing a flyer to advertise the group so they can attract new members. Friends are in the process of arranging a CPR class once a month on Saturdays. They are also working on a Cut the Cable Class.

**ASSIGNMENT REPORTS:**

5 Year Plan - Loretta: Linda and Loretta to start working on this upcoming Wednesday.

Budget & Finance – Leslie: Leslie Carlson will be our next treasurer. She has. Background in bookkeeping. We are very happy to have her take on this task for the Library Board!

Buildings and Grounds - David: We need to fix the gutter over the door where water drips and ice forms.

Motion to have Central New York Gutter Company repair the gutter. The cost is \$850.00. Motion: Anna, 2nd: Loretta vote: unanimous

Personnel - Jan: Jan and Linda met and they have a plan to clean up the office and other areas of the library. It may take as much as a year to complete this.

Policies and Reviews - Linda: Will work on updating the policy and procedures book. She will present a new policy for the Board for final review and approval

Public Image - Anna: About 300 people visited the library website last month.

**OLD BUSINESS:**

Ceiling projector: We will send Greg a shopping list for speakers, cage, and wireless keyboard.

Vacant seat: We met with Kira Aiken as a possible board member. She is a talented person that would make a wonderful addition to the Board. We will meet next month to decide.

Property Acquisition: The title Search is in progress. No new news. A Quick Claim deed will give us access to the property.

**NEW BUSINESS:**

2019 Annual State Report: Linda has finished the State Report. We read it for approval and Tim motioned that we approve and submit the annual report. Jan seconded the motion. Unanimous report to submit the report.

Payroll Company change decision: On recommendation of Julie, Elbridge and Jordan libraries are going to change payroll companies to a company that charges a more reasonable price for small organizations. Kira is going to inquire about another payroll company to compare with. The new company will start April 1st.

Work Session: The Board had a work session in February.

Dollars for Scholars – Could we establish a Library Science Scholarship? With EFL? We can't do this with library money because our money is tax payer money reserved for the express purpose of running the library.

## **OTHER BUSINESS**

We had a discussion about other uses for the library. One use could help support mental health and suicide prevention by providing rooms for counselors and clients to work. We thought we could clean out a large closet that might be acceptable. This space could also be used for tutoring. It would be a confidential meeting room

We continued to discuss our need for space and a different space for the historical society.

The next blood drive will be April 13, 2020

Public Expression

None

**Next Meeting: Monday, March 16, 2020 at 6:30 p.m.**

**Adjournment: 8:30 pm**