

Caledonia Library

Regular Board Meeting

August 28, 2018

Caledonia Library Board Members Present - Cenna Clements, Joanne Crosman, Don McKay, Dallas Miller, Gail Milner, Mary Ranous, Joan Robinson, Dick Thomas and Karen Yorks.

Joanne Crosman was absent.

Also attending - Library Director Renate Goff.

1. Call to Order – Gail called the meeting to order at 6:00 PM and the board performed the Pledge of Allegiance.

A. Approve minutes for July, 2018.

a. MOTION to accept the July Regular Board Meeting Minutes: Don McKay moved to approve, Dallas Miller seconded and the motion carried.

3. Community comments – there were no community members present.

4. Reports

B. Directors Report

- a. Teen volunteers, Fiona and Ella have been helping to label the shelves by type and genre. We had a great August with 45 new adult and 41 new child patrons.
- b. Proctored an English placement exam for college bound patrons.
- c. Attendance for Lego and Pokemon clubs was low.
- d. 120 children registered for the Summer Reading Program.

C. Treasurers Report – Karen

1. Approve Cash Activity Report - Review and Approve list of bills paid - Budget Report YTD
 - a. Checking account is at approximately \$78,600 and we have not used our line of credit.
 - b. We continue to make money on the building fund CD's at KeyBank
 - c. We received a County Grant through PLS in July for \$9000.
 - d. No update yet on name change, Karen re-submitted the paperwork again to the Department of State and is still waiting on a response. Karen spoke with our CPA Terri Starowitz from Leroy; she has all our paperwork she needs to complete the form 990 to submit to the NYS Charities Bureau by October 15th. The Board members need to review

the 990 form. When it is completed Karen will send the Board members copies.

2. **MOTION to accept the Treasurer's report:** Don McKay moved to adopt the Treasurers Report, Cenna Clements seconded and the motion carried.

5. Committee Updates

- A. Fundraising - Joanie – Much Ado made over \$6000. We've done the much Ado at the Library from 2011-2014 and now this year and that maybe we will focus on the bake sale and Hometown Holidays next year.
- B. Don McKay said he would like to have a community talent show.
- C. Maintenance (Dallas) – Fly Control Company, Renate has a list for me
- D. Public Relations (Dick/Don) – Dick says our relationship with the community, based on his interactions during Much Ado is well. They'd like to work on the association when he gets more time.
 - a. We will be at the open house for the school – Middle/ High School school is the 18th of September and the Elementary school's open house is on September 27th.
 - b. The requirements for our library card for young children are that they have to be in kindergarten and they have to be able to sign their name.
- E. Expansion (Joanne/Gail) – Gail sent notes to all of us from the committee meeting on August 9th. The next meeting is Thursday August 30th at 10 am.
- F. Grants (Mary) – Waiting for a contract from Bero Associates who are doing the structural survey, in order to get a check to pay them, in order to do the survey. Cenna said she would be available to meet with them, when they may come to do it. Discussions of grants and possible musical fundraisers.

6. Old Business

- A. Asbestos –

7. New Business

Karen spoke with a CPA about a \$200 check she received to deposit for the library expansion. The CPA said we should set up another checking account solely associated with the expansion plans. Karen is looking into it and wanted to let us all know.

8. Other

A. Big Springs Museum is hosting a Mystery Dinner - at Jones Hall on September 22nd 7pm -10pm. Tickets are \$25 for members and non-members are \$30. It will sell out.

B. December program- Trains – Debbie Davis was talking to a woman with a little boy, Lisa Talte and her son – they would like to come to the library on hometown holidays and set up their train set. We could do a train themed December, a pajama party with cocoa as a lead in to Polar Express. Debbie Davis and Michele DeJonge will also decorate the kids room during the cookie sale.

C. Ideas for new programs – Mary – National Family volunteer day. Gail also mentioned about October 21st a paranormal group speaker will speak at the museum

8. Community comments – There were no community members present.

9. Adjournment Joannie moved Cenna seconded.

Next regular meeting Tuesday, September 25. Time 6 PM.