

CALEDONIA LIBRARY

BOARD MEETING MINUTES

Tuesday, February 26, 2019 6:00PM
Caledonia Library, Caledonia, NY

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

Also in attendance, Library Director **Renate Goff**

I. CALL TO ORDER:

Gail Milner called the meeting to order at 6:15 pm and the Trustees performed the Pledge of Allegiance

II. APPROVAL OF THE MINUTES

a. Motion 01: Karen Yorks moved to approve the January 2, 2019 Special Meeting minutes and Don McKay seconded with the following Corrections:

i. Karen Yorks was absent.

ii. Cenna Clements motioned to accept the recommendation of LaBella and asked the committee to discuss the details with Dan from LaBella. Don McKay seconded.

iii. Cenna Clements was present at the meeting.

b. Motion 02: Joanne Crosman moved to approve the January 29, 2019 Regular Board meeting minutes and Joanie Robinson seconded with the following Corrections:

i. Motion 03: Cenna Clements moved to approve the January 14th 2018 minutes.

ii. Motion ##: Motion 04: Karen Yorks moved to adjourn the meeting at 7:50 pm.

III. 3. COMMUNITY COMMENTS:

There were no members of the community present.

IV. REPORTS

a. DIRECTORS REPORT

Renate Goff – 5 new adult patrons, 1 new child patron and 1292 items circulated.

b. TREASURERS REPORT

i. Karen Yorks presented the Cash Activity Report, List of Bills Paid and a Budget Report YTD

MOTION 03: Cenna Clement moved to approve the Treasurers Report, Joanne Crosman seconded and the motion carried.

c. ANNUAL REPORT

MOTION 04: Cenna Clements moved to accept the Annual Report, Joanne Crosman seconded and the motion carried.

V. COMMITTEE UPDATES

A. Fundraising – Joanie Robinson - had nothing to report. The next meeting will be April 11th.

B. Policies and Bylaws – Dick Thomas – The committee is working on the sexual harassment policy requirements of NYS.

C. Building Maintenance – Dallas Miller – I will change the locks this weekend, hopefully.

D. Grants – Ian Coyle – Has a small grant available for things are too small for budget items and too large for petty cash that we will try for.

E. Community Relations – Dick Thomas – Not much to report, later in March will be the association meeting. Later in March will be the association meeting.

F. Finance and Investments – Karen Yorks – The finance committee report was presented.

MOTION 04 – Joanne Crosman moved to make changes to the CD's, 1st CD #0292 roll over at 2.6% for 13months at KeyBank, 2nd CD #0300, took \$80,000 and put into the building expansion checking account at the Bank of Castile with Karen Yorks and Gail Milner as signees on the account, the remainder was rolled over to KeyBank, 13 months CD will mature middle of March next year. The board was all in favor and the motion passed.

MOTION 05: Joanne Crosman motioned for the wealth portfolio to be invested 50% in the income with moderate growth funds and the other 50% be placed in 2 equal CDs (approximately \$40,000 per CD) at 2.25% for 12 months. Don McKay seconded and the motion carried.

G. Building Expansion – The Board looked at the most recent updates on the expansion project - cutaway drawings from LaBella

VI. Old Business

- a. Board Elections are coming up in May.
- b. The 28th of March is the Library Association Meeting at 7pm.

VII. New Business -

- a. Livingston County - Public Art Project – Next meeting is this Thursday the 28th at the Village Office.
 - b. Annual Community Appeal - We discussed ideas for this.
- VIII.** Other –
- a. Mrs. Ellen Alhart donated \$1000 for ‘renovation or construction’. Thank You!
 - b. The board discussed the solar panel project that is coming to Caledonia, on River Rd., and efforts to have information available about it in the library for the community.
- IX.** **MOTION 06:** Joanne Crosman moved to adjourn the meeting, Joanie Robinson seconded and the motion carried. The meeting was adjourned at 8:00 pm.

Respectfully submitted,
Dallas M Miller

To be approved at the next regular meeting Tuesday, March 26, 2019 at 6PM.