

Haxton Memorial Library
Board of Trustees Meeting
December 11, 2019

PRESENT: Kim Gibson, Anne Engel, Carol D'Alba, Denise Dimatteo, Jessica Baker, Dan Groth, Chuck Carroll (representing the Town of Oakfield)

Meeting called to order at 7:06 pm

APPROVAL OF SECRETARY'S REPORT: Motion by Carol D'Alba with second by Denise Dimatteo to approve October 2019 minutes with addition that Anne Engel and Kim Gibson will attend NYLA conference. All in favor. Motion carried. No approval of November minutes due to cancellation of November meeting.

TREASURER'S REPORT: October month end report shows \$107,948.79 in checking. \$36,293.42 in savings. Bills for November total \$4,160.51. Motion by Denise Dimatteo to approve treasurer's report and payment of bills. Carol D'Alba second. All in favor. Motion carried.

November month end report shows \$103,919.64 in checking. \$36,296.40 in savings. Bills for December total \$7,712.90. Motion by Denise Dimatteo to approve treasurer's report and payment of bills. Carol D'Alba second. All in favor. Motion carried.

MANAGER'S REPORT: As submitted by Kim Gibson, Library Manager, and on file at the library office. The report highlights attendance for programs throughout the month and various meetings attended in support of the library.

OLD BUSINESS

- BOOK CLUB: 10 people attended despite bad weather. Next meeting to be held January 15. Next book will be *9 Women, 1 Dress*.
- ADULT CRAFT: November's craft – rock painting. December's craft – decorate felt gingerbread men and entered into contest for best decoration. The winner will receive a gingerbread house.
- CLEANING: Kathy Engle is taking the position. A stipend will be in the budget to be paid quarterly.
- KIM'S TIME OFF 11/5 – 11/7: Approved.
- LIBRARY CHRISTMAS TREE: Decorated with snowflake bookmark ornaments that have names of employees, board members, and library patrons written on them.
- NYLA CONFERENCE: Anne and Kim attended; went well.

NEW BUSINESS

- IDEAS FOR CHILDREN'S PROGRAMMING WITH HAWLEY'S GRANT MONEY: Teddy bear workshop – offer on 2 different nights with a maximum sign up of 25 people each.
- 2020 BUDGET (PRELIMINARY): Motion by Carol D'Alba with second by Jessica Baker to approve 2020 budget. All in favor. Motion carried.
- VOLUNTEER APPROVED: 4 new applications turned in. Motion by Carol D'Alba with second by Dan Groth to approve volunteer applications of Lucy Puls, Caleb Sharick, Madelynn Amidon and Aubrey Thering. All in favor. Motion carried.

It was suggested to have a library volunteer smock available for our young helpers to wear while they are volunteering. Carol D'Alba will look into this.

- DISABILITY INSURANCE CHANGE OF COMPANY: The new company is Shelter Point. The disability line of the budget may be raised, but Kim paid now with this year's budget.
- CHRISTMAS IN THE PARK: Around 90 people came to the library for games, crafts and a raffle.
- STAFF LUNCH (12/19): Held at Caryville Inn at 11:30 am.
- CHESS CLUB: It is going well – around 10 children attending bimonthly.
- EMPLOYEE NOTICE'S: Signed.
- DISTRIBUTE UPDATED TRUSTEE INFORMATION FOR 2020: Passed out sheets with dates for the new year.

NEXT MEETING: December 30 @ 11 AM.

Meeting adjourned at 8:14 PM.