

Haxton Memorial Library
Board of Trustees Meeting
September 11, 2019

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

Meeting called to order at 7:04 pm

APPROVAL OF SECRETARY'S REPORT: Motion by Carol D'Alba with second by Mike Laycock to approve August 2019 minutes. All in favor. Motion carried.

TREASURER'S REPORT: August month end report shows \$120,472.50 in checking. \$36,287.35 in savings. Bills for September total \$6,129.87. 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

- BOARD MEMBER REPLACEMENT: Dan Groth will replace Mike Laycock on the library board. He will write a letter of interest to the town.
- CHILDREN'S CLERK UPADATE (KATHY): She is doing a good job!
- BOOK CLUB: The book club continues to be successful! The third meeting took place on September 11. 14 people attended. Next meeting scheduled for October 23 at 1:30 pm. They will read and discuss *Love and Other Consolation Prizes*.
- COUNTY FUNDING MEETING: The meeting took place on August 26. Kim Gibson attended with other librarians. The Pavilion library director spoke on behalf of the county libraries. We will know the outcome of the meeting in October.
- CLEANING: Still in search of an insured cleaning company. Will also check hours for workmen's comp to explore what it would take to add cleaner as a library position.
- CARPET CLEANING: Kim got quotes from Clean-all, Stanley Steamers and Joey T's carpet cleaning. Joey T's carpet cleaning was prompt, polite and gave the best quote. Motion by Mike Laycock with second by Carol D'Alba to approve Joey T's carpet cleaning to clean the library carpets. All in favor. Motion carried.
- NEW HOURS UPDATE: Some patrons upset by hour shuffling. Good attendance for first Saturday hours.

NEW BUSINESS

- SITUATION ON 8/26: It was addressed on the library Facebook page. A letter was sent to the authorities. The issue will be tabled until the October meeting.
- HAWLEY GRANT: A \$1000 grant has been given to the library for the 2018-2019 budget year. Kim will send a personal thank you note signed by the library board members.
- LEASE FROM TOWN: The library has a 2006 lease from the town. It is the town's obligation to write a new lease or update the current one. Chuck will read the lease and speak with the town board. The library pays \$1 to the town of Oakfield each January for use of the building, but has not received a receipt in the past few years. The library will send an insurance certificate to the town and ask for a receipt from the lease payment.
- VOLUNTEER/FACILITY FORM APPROVALS: The forms have been signed and approved.

NEXT MEETING: October 9th @ 7:00 pm

Motion to adjourn meeting by Mike Laycock with second by Carol D'Alba. All in favor. Meeting adjourned at 8:25 pm.