

Round Lake Library Board of Trustees Meeting

June 11th, 2019

Round Lake Community Room

Trustees Present: Nancy Theissen, Diane Marchand, Lydia Hoffman, Lance Spallholz, Sue Lesar, Stacy Thayer, Courtney Graham,

Associate Trustees Present: Angela DeMeritt, Lorrie Anthony, Steve Ames

Excused: Rachel Ziegler-Sheridan

Absent: None

Director: Jennifer Hurd

Public: None

Meeting Dates: Jan 8, Feb 12 (SALS report), Mar 12, Apr 9, May 7, Jun 11 (budget subcommittee), Jul 9, Aug 13 (approve budget), Sep 10, Oct 8, Nov 12, Dec 10

The meeting was called to order by Nancy Theissen at 7:01pm.

Minutes: The minutes for the May trustees' meeting were reviewed, with one typo noticed to correct. A motion to approve the minutes of the 5/14/19 meeting, with correction, was made by Sue Lesar and seconded by Lorrie Anthony. The minutes were unanimously approved, with two abstentions.

Directors Report: The attached* director's report for May was discussed. Highlights include: -A very successful May the 4th Star Wars program held at the Malta Branch, with thanks to former library page Zach Hotaling for organizing the event. -Improved space and visibility for DVDs thanks to the circulation change approved at the May Board meeting. -Arnoff Movers has been contracted as the new delivery service for SALS, with operations running smoothly thus far. -All staff completed the NYS Harassment Training videos, required annually, before the May 31, 2019 deadline. -On May 20, 2019 the library director and 3 trustees attended the SALS annual business meeting/dinner at the Fort William Henry Conference Center in Lake George. -On May 22, 2019 Assistant Director Nancy Sheahan officially retired after 40 years of service to the Round Lake Library. The library thanks Nancy for her years of dedicated service and wishes her the best in all future endeavors.

Library Statistics: Monthly reports for the library statistics were reviewed. ***Copies attached.****

Budget/Quarterly Reports/Warrants: The Board reviewed the monthly reports for the library budget, as well as profit/loss and balance sheets for May of 2019. Motion to approve the financial documents through May 31st of 2019 was made by Diane Marchand and seconded by Lydia Hoffman. The motion was unanimously approved.

Sexual Harassment Training/Anti-Harassment Policy: The proposed Anti-Harassment Policy drafted for the library was reviewed, and minor revisions/corrections to be made were noted. A motion to approve the Anti-Harassment Policy, including the suggested corrections, was made by Lorrie Anthony and seconded by Lance Spallholz. The motion was unanimously approved.

Proposed By-Laws Change: A motion to approve the proposed change to the by-laws, specifically Item 4, Article 5, previously submitted and reviewed by the board, was made by Nancy Theissen and seconded by Lance Spallholz. The motion was unanimously approved.

Barnes and Noble Book Fair Fundraiser: The details of a fundraiser for the library held by bookseller Barnes and Noble were discussed. The board has decided to forgo the event at this time.

Honor and Remembrance Fund Promotion: A free concert will be held by local musicians The Stony Creek Band at the Round Lake Auditorium on Friday, June 14th, 2019 at 7:00pm. A portion of the donations taken at the door will benefit the library's Honor and Remembrance Fund.

Plan of Service: A committee to continue progress for the library's plan of service was created and agreed to meet in the coming weeks.

Adjournment: A motion to adjourn was made by Lorrie Anthony at 7:34pm.

**** above are to indicate that copies are available for viewing at each of the library branches***