

Round Lake Library Board of Trustees Meeting

October 8th, 2019

Round Lake Community Room

Trustees Present: Nancy Theissen, Lydia Hoffman, Lance Spallholz, Sue Lesar, Stacey Thayer,, Diane Marchand

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

Excused: Courtney Graham

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.

Sara Dallas: Sara Dallas, director of the Southern Adirondack Library System (SALS) spoke to the board regarding the state of both SALS and the Round Lake Library. Highlights discussed included the results of a survey of SALS patrons, the 2020 SALS budget, grant monies available within the new budget, minimum standards for public libraries in 2021, updates to Polaris, and new, upcoming requirements for sitting library trustees.

Minutes: The minutes for the September trustees' meeting were reviewed. A motion to approve the minutes of the 9/10/19 meeting was made by Lorrie Anthony and seconded by Lance Spallholz. The minutes were unanimously approved.

Directors Report: The attached* director's report for September was discussed. Highlights include: -A comparably busy September that saw 37 programs attended by a total of 545 patrons. -The library director attended Malta Community Day on September 7th, and was able to register 5 new library patrons using LEAP (a mobile app for the library system). -JA completed an upgrade to Polaris overnight on September 3rd; a new server upgrade and transfer is scheduled for October 22nd. -The library and the Malta League of Arts partnered for a second run of Art in the Garden, a children's

program that coincides with the Plein Air Festival. Children spent time outside at both library locations and were given a variety of materials with which to create their own works of art.

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, balance sheets, and warrants for September of 2019. Motion to approve the financial documents through September 30th of 2019 was made by Angela DeMeritt and seconded by Sue Lesar. The motion was unanimously approved.

Trustee Replacement: Possible candidates to fill a vacant seat on the board were further discussed.

Malta Sign: Research into pricing and other details for an additional sign announcing the Malta Branch continue, with the process underway. A quote was provided for a painted aluminum sign, but a quote for a wooden sign—created to match the style of the signs present in the town of Malta—is upcoming.

Lease Contract Review/Negotiations with Malta: Preliminary review and discussion of the lease contract with the town of Malta, due to expire in December 2020, was conducted. Suggestions for possible revisions were discussed.

Triage Committee: Construction begins next week at Clark House.

Adjournment: A motion to adjourn was made by Diane Marchand at 8:27pm.

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