

Round Lake Library Board of Trustees Meeting

May 10, 2016

Round Lake Library

Trustees Present: Nancy Theissen, Paul Block, Lance Spallholz, Deb Albrecht, Jean Sweet, Rachel Ziegler Sheridan, Courtney Max, Lydia Hoffman

Associate Trustees Present: Steve Ames, Angela DeMeritt

Absent: None

Director: Excused absence

Public: None

Quorum Present

The meeting was called to order by Nancy Theissen at 7:03pm.

Minutes: The minutes for the April trustee's meeting were reviewed. A motion to approve the minutes of the 4/12/16 meeting was made by Lance Spallholz, seconded by Jean Sweet, and unanimously approved with an abstentions by Courtney and Rachel who were not present for the executive session of the previous meeting.

Directors Report: The attached director's report was discussed in Jennifer's absence. Highlights include: -Celebration of National Library Week and National Poetry Month -Well-attended children's programs during school break, featuring: giant-sized board games, creating recycled planters for Earth Day, and a Stuffed Animal Sleepover event -As part of the Cookbook Club, author Marie White Small presented a pie demonstration; a concurrent special pie story time for children allowed for families to attend the library program together.

Announcements: A reminder was issued regarding the SALS Dinner on 5/16/16. The need for a third Associate Trustee from the Town of Malta was discussed, as Ed Sherlock will be stepping down. Name tags, ordered for library staff, arrived and the amount of \$176 was withdrawn from monies budgeted for library supplies to pay for them. The Great Escape ticket sales promotion, and efforts to advertise through placement of flyers, social media, etc., was mentioned. The board meeting for June will include meeting with Adirondack Trust, regarding management of the library's funds.

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

Budget/Quarterly Reports/Warrants: A motion was made, by Deb Albrecht, to approve profit/loss and balance sheets for January, February, and March of 2016 that had been revised to reflect a categorization of expenses by building (i.e. Clark House and the Malta Branch). The motion was seconded by Jean Sweet, and unanimously approved. The Board reviewed the monthly reports for the library budget, as well as profit/loss and balance sheets for April of 2016. A motion to approve the financial documents for April 2016 was made by Paul Block, seconded by Jean Sweet, and unanimously approved.

Carbonate Update: It was recently realized that the contract for the records backup service used by the library, Carbonite, had been allowed to expire. The service was reinstated and renewal settings changed (i.e. auto renewal no longer used) to signal future board members of the necessity for any needed updates to payment and settings of the service.

Tax Cap: Lydia Hoffman compiled information (copy attached) regarding the tax cap statute and how it might apply to the pursuit of a 414 initiative for the library.

414 Update: The number of signatures required to place a 414 on the ballot was discussed, as well as requests made to the Town of Malta for lists of registered voters of whom signatures could be requested for petition. Volunteers to gather signatures, as well as locations for gathering signatures, were discussed.

Executive Session: The board continued the meeting in executive session, with Rachel Ziegler Sheridan excused from further proceedings. Executive session ended, and a motion was made to adjourn the meeting by Steve Ames.