

October 24, 2019 minutes Board of Trustees

Present Fran, Maureen, Mik, Sue, Christine, Ginette, Guest –Mike

Secretary report Accepted with the change that Nelson's will be here after all!

Librarian's Report

Maureen redid the graphs to take out the outlier readings and make them more clear. Patron use is down a bit and overall use is down a bit.

Re the interlibrary loans- we have requested from other libraries 321 books and had requested from us 350. We thought this spoke well of our collection and Maureen noted that the courier service is 50% funded from a grant.

New on Tuesdays an art class for homeschoolers taught by Elizabeth Harrington will meet from 4-6.

Barb and Maureen met with Barb Ceraldi to update the web site-improve the design and make it more user friendly.

We now have a wireless printer which is a gift from Petey.

Mike advised checking with Tech Soup re protection from Microsoft 7 loss of support.

Report accepted.

Treasurer's report- Sue is away so we reviewed the profit and loss statements and heard from Mike (Finance Committee) Re the USDA grant. We have received 7 more forms from them- including ones that need us to determine the racial and ethnic makeup of our community. There is a need for Makiao to warranty the structure for 10 years. There is a meeting with the USDA on 10/25. It feels frustrating to receive this now. Also more questions re the wheelchair accessibility – will the tires leave tracks on the paths. The USDA grant has compliance requirements which are awkward- ie determining the race or ethnicity of patrons. One thought is it have a sheet on which people can write their own choice anonymously.

We have been awarded 2,500 from Columbia Forest Products still outstanding is one from Shaw's-no word. Treasurers report accepted.

Events- Nelson's is coming, Sue and Ginette will out up signs when Sue is back. Seems in good shape.

Curb stops have been ordered but are back ordered.

Re the Taylor Foundationn

!0/23 Susan Taylor, Maureen, Ginette and Linda Kiser met. Date for distribution is 2/20. Estimate \$5000 total cost with \$500 coming to us. Linda will put together contact information and gather numbers of Grade 1 students in Orleans, Essex and Caledonia counties. We encouraged Maureen to keep track of her time. Essentially the cost of program plus 10% to the library. This is a trial program and we will reassess the time, cost and strain after this year. Delivery of books will be done by volunteers. We have not committed to producing a study guide. Maureen will check to see if there are any already done. Susan has already done a letter to the schools introducing the changed concept.

Need invitations- about 50 people. 11/21 At 3 at the library. Serve hot cider- cookies and cheese and crackers. We will ask Irene to speak. A brief budget meeting will follow.

The annual appeal letter will go out on 11/8. Trustees need to go to the library before then to sign the letter.

We need to do a schedule for bottles for next year.

We had some discussion of what to do with gifts with conditions- a patron who donates money specifically for purchase of Western Movies. Is this a bonus or do we subtract it from the budgeted amount? There was no consensus among the members of the board and Maureen will post it on the librarians list serve and report back.

Brief budget meeting after the celebration on 11/21.

Christine Moseley Recording secretary