

**Cornwall Public Library
Board of Trustees**

February 10, 2015

7:00 to 9:00 PM

Minutes

Meeting called to order by Elisabeth Hellwege at 7:04 PM.

- I. Roll: Elisabeth Hellwege, Janine Bixler, Christine McDonald, Roberta Sherman, Karen LaRocca-Fels, Library Director, Karen Staples, Treasurer, Library staff member Ellen Winchell (minutes). Excused: Carol Stein, Susanne Vondrak.
- II. A motion to approve the minutes of January 13, 2014, as amended made by Roberta Sherman, seconded by Christine McDonald.
- III. Financial Review: Following discussion, a motion to approve Warrant #7, in the amount of \$83,708.38 was made by Christine McDonald, seconded by Roberta Sherman. A motion to approve the Profit and Loss report vs actual for July 2014 to December 2014 made by Roberta Sherman, seconded by Christine McDonald and unanimously approved.
- IV. Public Remarks: none
- V. Communications: A thank you note from staff member Rebecca Kashinski and her husband David was received, thanking everyone, including the library board, for their kind thoughts, cards, gifts and well wishes for the birth of their daughter Olivia. Meeting Room Use: An Application for Use of Community Room was received from the YWCA Broadway Trippers. They will be conducting a book discussion related to a play based on the book *Curious Incident of the dog in the Nighttime*. The meeting room application is for April 7, 2015 from 6:30 to 7:30PM. The anticipated attendance for this event is approximately 15 persons. An Application for Use of Community Room was received from Girls on the Run Hudson Valley. They will host a Mother/Daughter workshop on the topic of balance: sleep, diet, activities and emotions. The meeting room application is for February 28, ²⁰¹⁵ from 1:30 PM to 3:30 PM. The anticipated attendance is approximately 40 people. Donations: A note of thanks was sent to Jane Harkinson on behalf of the Friends generous

donations of \$4996.44 in support of the library's 2014 Summer Reading Program, Float and Battle of the Books. Additional thanks were also extended to acknowledge how lucky we are to have the support of our Friends for all the hard work they do on the behalf of the library. A verbal commitment was received from Eugene Randazzo to donate landscape planting for the front of our building.

VI. Director's Report: see written report. "Pat Rovello has been a godsend in her work keeping up with my paperwork and taking care of tasks that I cannot get to. Liz Fisher and Lisa SinClair attended and participated in both the Mock Caldecott and Newbery Awards and the Mock Printz awards. This annual event not only introduces library staff to possible national prize-winning titles, but helps with readers advisory and collection development. The Greater Cornwall Chamber of Commerce had a breakfast meeting at the library on February 3, 2015. Pam Hawks is working on putting together a list of core competencies for the library staff. The Cajun Music Concert/ Dance was held on Sunday, February 1, 2015 at 2:00 and was well attended. The annual Irish Music Concert will be held on Sunday, March 8 at 2:00. Both concerts will be held at Munger Cottage and will wrap up "Our Musical Heritage" grant-funded concert series. Our library participated in Snapshot NY, a day in the life of a public library on February 7, 2015. Information such as: statistics, activities, pictures of the day, as well as a video of the day, will be sent to Snapshot NY."

VII. Staff Report: see minutes.

VIII. Committee Reports

a. Foundation and Friends: Karen LaRocca-Fels, attended the last Friends meeting. The Friends calendar year runs from April 1st through March 30th. They committed to funding our float; an ad for our budget vote, and they will sponsor some of our museum passes. The foundation is currently discussing as to whether they will have another golf fundraiser for 2015 as Mary and Randy Clark are unable to lead the tournament this year. The Friends holding a small fundraiser where patrons can donate money to make a valentine to be displayed in our lobby.

b. Building Committee: The next meeting date is to be determined, with a suggested date of February 17, 2015 at 6PM. Elisabeth Hellwege will stay on the Building Committee for the time being. Janine Bixler will remain on the Building Committee.

c. Budget Committee: The budget must be available for public review by April 7, 2015. The Budget Vote progress is coming

along. We have a custodian for the vote machines and poll workers will be in order. We do our own absentee ballots and voter registration for this vote. Karen LaRocca-Fels handed out last year's mailer for review. People have until Friday March 20, 2015 to hand in their Trustee Petition.

d. Personnel Committee: see Executive Session.

IX. Unfinished Business: none.

X. New Business:

a: Library Advocacy Day- February 25,2015

XI. Executive Session: A motion to move to Executive Session was made by Janine Bixler, seconded by Suzanne Vizethann at 7:58 PM, to discuss a the employment history of an employee. Motion to adjourn Executive session by Roberta Sherman, seconded by Christine McDonald, Executive session adjourned at 8:37 PM. Motion to adjourn regular meeting by Christine McDonald, seconded by Roberta Sherman. Meeting adjourned at 8:38PM.

Next Regular Board meeting date: March 3, 2015, 7:00 PM.