

**Hawn Memorial Library
Board of Trustees Meeting
July 17, 2018 Minutes**

Call to Order - Meeting was called to order at 4:01 p.m.

Present: Debbie Allen, Charles (CAB) Burns, Beverly Company, Don Dilworth, Carol Flannery, Sue Grant, Deborah Hunter, Nancy Hyde, Kathy Jewsbury (Director), Jane Leahy, Golda Mellon, Nicholas Quarrier, Donna Schneeberger, Joan Varsics

Absent: George Irvine, Nolan Knapp (Town of Clayton),

Minutes – Don made a motion to approve the meeting minutes for June 19, 2018. Joan seconded; motion carried.

Correspondence and Announcements – Nothing to report

Presentation of Abstracts by the Treasurer

Carol presented Abstract #2, Expense Voucher Numbers 00000089 through 00000101 in the amount of \$2,821.24 to the Board for acceptance. Carol presented Prepaid Abstract #2, Expense Voucher Number 00000048 - Number 00000049 in the amount of \$658.65 to the Board for acceptance. Abstract #2 and Prepaid Abstract #2 were accepted.

Standing Committee Reports

- **Budget (Carol, Deb H., Sue)** Nothing to report
- **Building and Grounds (CAB, Don, Nick)** Nothing to report
- **By-laws and Policies (Deb, Bev, Donna, Jane)**
 1. The Disaster Policy was discussed with suggested updates.
- **Technology (Deb, Joan, Carol)** Nothing to report

Director's Report

1. Book sale total was \$2,285, which includes \$626 that Alyse Ritchie collected for the McKinley House raffle.

2. Summer Reading Program is going very well, with participation more than doubled this year.

Unfinished Business

1. UPS box will be housed at the Village Office rather than here.
2. Cab is pursuing information about the Janet & Cary Brick Foundation.
3. The meeting with Depauville Library went well. There will be another meeting in September to continue the discussion on Jefferson County funding.

New Business

1. Board positions were discussed.
2. The NCLS annual meeting is coming up.

Adjournment – Debbie H. made a motion to adjourn, which was seconded by Don and approved unanimously. Meeting adjourned at 5:13 pm.

Next meeting is scheduled for August 21, 2018, at 4:00 p.m.

Minutes recorded and typed by Debbie Allen.