

Hawn Memorial Library
Board of Trustees Meeting
August 15, 2017

Call to Order – Meeting was called to order at 4:30 p.m.

Present – Charles (CAB) Burns, John Davis, Don Dilworth, Carol Flannery, Deborah Hunter, George Irvine, Golda Mellon, Nancy Hyde (Village of Clayton), Kathy Jewsbury (Library Director) and Mary Zovistoski (Town of Clayton).

Absent – Joan Varsics (excused)

Guests – Millie Savarese and Carol Davis (Friends representatives), Jane Leahy and Sue Grant

Cab invited the Friends representatives to go first. Millie spoke about the Friends objectives and the many things that they do for the library. Carol informed us of the dollars that they have contributed over the last few years according to categories (ie books, programming etc).

Minutes – John Davis moved to approve the meeting minutes for July 18th, 2017. The motion was seconded by Don and approved unanimously.

Correspondence and Announcements – Nothing to report

Presentation of Abstracts by the Treasurer –

Carol presented Prepaid Abstract #3, Expense Voucher Number L18-036, in the amount of \$753.43 to the Board for acceptance. Prepaid Abstract #3 was accepted. Carol presented Abstract #3, Expense Voucher Numbers L18-037-050 in the total amount of \$3,269.93 to the Board for acceptance. Abstract #3 was accepted.

Standing Committee Reports

- **Budget (Carol, Deb H.)** Nothing to report
- **Building and Grounds (CAB, John)** – Nothing to report
- **By-Laws and Policies – (Deb H.)** – Nothing to report
- **Personnel (Carol and Deb H.)** –
 - Kathy reported on new staff (Janet Ferguson – part-time sub and Sarah Streets part-time 20 hours)
 - A new person to the area dropped off a resume and has filled out an employment application. (Willamena Tecuma Sherman) She has worked in libraries in the past. George made the motion to hire her at \$10.00 per hour and a start date agreed upon with Kathy and her). Don seconded the motion and approved unanimously.
- **Publicity and Public Relations (Golda)** –

- Kathy discussed the Skiff program. At this time the main discussion was on John Lefevere and the amount of pay to go to him. John Davis made the motion to pay John Lefevere \$200 for 9 hours for this program. Don seconded the motion and approved unanimously.
- **Technology (Carol and Don)** – Kathy reported that they had met and created a Technology Plan for the Technology Incentive Grant. We were given a copy and will review at next meeting. Discussion of the need for faster internet services. Kathy has put in a call to Jerry Schell at NCLS and he is out of town at this time. Kathy has received a bill from Spectrum with a zero balance at this time.

Director's Report

1. Kathy will be attending the Due North Training on August 17th.
2. The Incentive Grant is finished and submitted for \$700.00
3. The Website Tuneup Grant is finished and submitted for \$100.00
4. Jeri completed a new patron brochure to welcome our new patrons.
5. Summer Reading Program had 31 participants who read a total of 536 books.
6. PBS's visit with Curious George was successful.

Old Business – Nothing at this time

New Business – Kathy responded to Angela Neuman at NCLS regarding Jefferson County Funding. She suggested going with an increase between 5%-10% for next year.

John Davis asked if people were taking out life jackets. Yes they are being used including dog life jackets too.

We received a letter of interest from Sue Grant to be considered on the board of trustees.

Adjournment – Carol made the motion to adjourn, which was seconded by Don and approved unanimously. Meeting adjourned at 5:20.

Next meeting scheduled for September 19th, at 4:00 p.m.

Respectfully submitted,

Deborah J. Hunter, Secretary