Board of Trustees
Monroe Free Library
Minutes of Monthly Meeting
December 9, 2019

Present:
Patricia Shanley - President
Charles LeViseur - Vice President
Casey Auerbach - Treasurer
Barb Cullum - Recording Secty

Trustees:
Theresa Schommer
Donna Deming
Carol Connell Cannon
Patricia Asprea-Wright
Ana Rodriguez
Diane Egan

Also Present:
Marilyn McIntosh - Director
Tim Mitts

Absent:
Mary Duffy
Gil Goetz

1. Call to Order and Pledge of Allegiance by P Shanley at 8:14 PM. A quorum was present.
2. Pat thanked Tim for including us in all the wonderful seasonal festivities at Rest Haven. It was a great success!
3. MOTION by C Leviseur, 2nd by B Cullum to adopt the agenda. MOTION unanimously approved.
4. MOTION by C Connell Cannon 2nd by C Auerbach to accept the November 2019 minutes. MOTION unanimously approved.
5. Public Comment - N/A
6. Director's Report Highlights -
    a. There has been a increase in programming. Great job Catina and Melissa on making these popular and enjoyable programs a part of MFL.
    b. The Holiday Boutique was a fantastic success, and as always so much fun!! Thanks, to Melanie for organizing this wonderful event, to Joanne for helping out, and to Alex for his PR and design efforts.

Raffle -	$1,170.00
Boutique -	392.25
Total raised -	1,562.25
minus expenses -	280.00
Net Gain -	1,282.25

    c. Discussed partnering with Rest Haven to provide programs that require a larger space. Marilyn will touch base with Tim Mitts.
7. Treasurer's Report -
    a. Warrant Audit is not completed yet.
    b. MOTION by C Auerbach, 2nd by P Asprea-Wright to accept the October 2019 and November 2019 financials as presented. MOTION unanimously approved.
8. MOTION by C Auerbach, 2nd by C LeViseur at 8:35 PM to move into Executive Session to discuss employee matters. MOTION unanimously approved.
9. MOTION by T Schommer, 2nd by C Auerbach at 9:07 PM to move out of Executive

Session. MOTION unanimously approved.

10. MOTION by C Auerbach, 2nd by P Asprea-Wright to increase Employee A's salary in 2021 to $65,000.00. MOTION unanimously approved.
11. MOTION by C Auerbach, 2nd by T Schommer to increase Employee B's salary in 2021 to $65,000.00. MOTION unanimously approved.
12. MOTION by C Auerbach, 2nd by D Deming to increase Employee C's salary in 2021 to $65,000.00. MOTION unanimously approved.

13. Report of Standing Committees and Friends -
    a. Nominating -
        i. Members of the Board were asked to inform Donna if they are interested in running for one of the four Officer Positions.
        ii. Terms for trustees C LeViseur, T Schommer, and G Goetz will be expiring in December 2019. They should notify Donna if they are interested in renewing their terms. A vote will be held in January.
    b. Building and Grounds -
        i. Tom Christopher provided an estimate for lighting installation and repairs. Total cost for materials and labor will be $1,355.00.
        ii. The flagpole structure has been repaired.
        iii. The fence and the gate have been installed, and the backyard project is now complete. Marilyn will now submit the final grant paperwork that enable's us to receive the last 10% of the grant money.
        iv. Charlie discussed forming a special committee that will address moving forward with plans for the building next door.
    c. By-Laws - Discussing Term Limits.
    d. Finance/Audit Report - MOTION by C Auerbach, 2nd by D Deming to accept Lorelei Pitt's proposal with a total fee of $10,300.00. Motion unanimously approved.
    e. Fund Raising - Tricia will reevaluate next year's plan for pageant event.
    f. Grants - Hasn't met recently - will report more in January.
    g. Library Operating - Carol will speak with Marilyn about Union Contract.
    h. Public Relations -
        i. Tricia wrote a letter to the editor of the Photo News about the Dog Pageant.
        ii. Book buckets continue to get a great response.
    i. Long Range Planning - Met in November. Discussed target groups for surveys and distribution channels for these surveys. Reviewed the Simply Strategic NYLA Doc to assist in forming the Long Range Plan. Will meet again in January to discuss the next steps.
14. Organization Reports of Special Committees - N/A
15. Old Business -
    a. Alex will offer a cyber security training session for Board members.
    b. Charlie will offer a Workplace training session for Board members.
16. New Business - The library is decorated throughout in a festive winter theme.

Thanks to Mary's wonderful talents - the lobby has a warm welcome feel with lovely decorations and music to celebrate the season.

17. Good and Welfare - Congrats to Terry's son who recently got married, Barb has a new grandchild on the way, and Casey got a new job!!! Hoping 2020 will bring good great luck to Charlie in his career!!
18. Call for Adjournment - MOTION by C LeViseur, 2nd by T Asprea-Wright to adjourn the meeting at 9:50 PM. MOTION unanimously approved.

HAPPY HOLIDAYS TO ALL AND MAY YOUR DAYS BE MERRY AND BRIGHT

THE NEXT BOARD MEETING IS SCHEDULED FOR JANUARY 13, 2020 AT 8:00 PM