Board of Trustees
Monroe Free Library
Minutes of Monthly Meeting
August 12, 2019

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

Trustees:
Theresa Schommer
Donna Deming
Carol Connell Cannon
Gil Goetz
Patricia Asprea-Wright
Diane Egan

Also Present:
Marilyn McIntosh - Exec Director
Mary Duffy Ass't Director

1. Call to Order and Pledge of Allegiance at 8:02 PM by P Shanley. A quorum was present.
2. MOTION by D Deming, 2nd by D Egan to adopt the Agenda. MOTION approved unanimously.
3. MOTION by B Cullum, 2nd by C LeViseur to approve the July 8, 2019 minutes. 9 approve, 1 abstain. MOTION passed.
4. Public Comment - N/A
5. Director's Report - Highlights -
    a. Senator Skoufis attended the Summer Reading ending party. It was a very down to earth personable atmosphere.
    b. The deck and ramp project have been completed. The Town will return to lift the grate and reseed, and once this is done, Marilyn will call Fesco Fence to have the gate installed.
    c. The circulation and reference desks lights are installed and much appreciated!
    d. A patron accidentally knocked over the structure that surrounds the flagpole and an incident report was filed. Marilyn will obtain 3 bids for the repair.
    e. August 1st began the "Summer of Love" at MFL. There will be quite a festive Woodstock Day celebration on August 17th. Big Kudos to Mary for a fantastic decorating job throughout the entire library with the Woodstock vibe. Thanks to Melanie and Catina as well for all the beautiful paper flowers around the library.
    f. Alex is printing up statistic/info cards. They will be placed in the book buckets and be handed out Farmer's Market.
    g. Jonathan translated the library card application into Spanish, and Alex will print them up.
    h. The fund drive letters have been mailed and the response has been great so far. The cost for materials and mailing was $3,000.00, and $3,500.00 has

already been deposited. Thank you Alex for a fantastic job overseeing the operation from gathering the materials to mailing the letters, and for smoothing out all the bumps in between!!! Thanks as well to all who participated in getting the job done!

i. MFL received a check for the annual state grant (LLSA) for $6079.00.
j. Recorded Books will send a reimbursement check for $2700.00 for the discontinued Universal Classes program.
k. Mary ordered 1969 Bestsellers. They will be labeled with a Woodstock sticker and displayed for Woodstock Week.
l. Thursday night 1969 Trivia will be held on August 14th at 7:00 PM

6. Treasurer's Report - MOTION by C Auerbach, 2nd by C LeViseur to accept the July 2019 Financials. MOTION approved unanimously.
7. MOTION by P Shanley, 2nd by C Auerbach to move into Executive Session at 8:35 PM. MOTION approved unanimously.
8. MOTION by B Cullum, 2nd by D Deming to exit Executive Session at 8:50 PM. MOTION approved unanimously.
9. Report of Standing Committees and Friends -
    a. Nominating - MOTION by G Goetz, 2nd by C Auerbach to table candidate A. MOTION approved unanimously.
    b. Buildings and Grounds -
        i. HVAC condenser valve went bad. Order new part for repair.
        ii. Waterfall issue - discussed getting a quote to install a french drain to alleviate the water issues and keep the wall from eroding.
        iii. Joe Shea will install new carpet tiles which will correct the problematic angle of Mary's desk.
    c. By-Laws -
        i. Will discuss term limits for all Board members at next By-Laws Committee meeting.
        ii. MOTION by G Goetz, 2nd by D Deming to change the wording in Section 6, Article 5. MOTION unanimously approved.
    d. Finance - Audit Report - All good.
    e. Fund Raising - Tricia is working on the Village application/permit for the Dog Pageant. Alex will design the flyer and entry application. They will be placed around town.
    f. Grants - N/A
    g. Library Operating - Carol Cannon is now chairing the Library Operating Committee.
    h. Public Relations - Terry is working on a new brochure that encapsulates a broad range of significant info about MFL.
    i. Long Range Planning - Book buckets are a success! Will work on dates for the Farmer's Market in the fall.
10. Organization Reports of Special Committees - N/A
11. Old Business - N/A
12. New Business - Mary called the Village Police Department to request that they suspend the meter regulations for Woodstock Day.
13. Gil commended Marilyn on doing a great job touring the Monroe-Woodbury Special

Ed class around the library. Thanks to the staff and Board for a great effort on the Fund Drive.

14. MOTION by C LeViseur, 2nd by T Asprea-Wright to adjourn the meeting at 9:40 PM. MOTION approved unanimously.

Next Board Meeting is scheduled for Monday September 9, 2019