

Agenda of the Bolton Free Library Board of Trustees

April 26, 2023

6:20pm

Public Meeting Regarding Bylaw Amendment for Meeting Via Videoconferencing Per the Open Meetings Law

Roll Call of Trustees

- Linda Breen – 2027 (President)
- Carla Cumming – 2024 (Vice-President)
- Eric Pfau – 2025 (Secretary)
- Michelle Pollock – 2024 (Treasurer)
- Dusty Caldwell - 2026
- Mary Ciccarelli - 2026
- Jane Gabriels – 2028
- Elizabeth Green – 2025
- Dina Schmidt – 2025

Disposition of Minutes of Previous Regular and Special Meetings – March 2023

Treasurer's Financial Report – March 2023

Director's Progress and Service Report – March 2023

Media Report (Assistant Director) – March 2023

Committee Reports

- Executive – did not meet
- Financial (Michelle Pollock – Chair, Eric Pfau, Carla Cumming, Megan Baker)
 - o Appeal Letter
- Policies and Procedures (Eric Pfau – Chair, Linda Breen, Megan Baker)
 - o Policy for Virtual Attendance to Monthly Meetings

- o Amendment to Bylaws for Recording Meetings
- Long Range Plan (Mary Ciccarelli – Chair, Megan Baker, Sarah Jordan)
 - o Little Lending Library
 - o Draft of a Plan is done, and sent to Committee
- COVID (Linda Breen – Chair, Carla Cumming, Megan Baker)
- Fundraising (Dina Schmidt – Chair, Elizabeth Green)
- Buildings and Grounds (Carla Cumming – Chair, Dusty Caldwell, Linda Breen)
 - o Replacement of Pop-Up Tent
 - o Carpet has been ordered
 - o Ductwork replacement ongoing
 - o Waiting for dividers for between public computers
 - o Provide keys for front door to trustees
 - o Tack board installed
- Book Sale (Mary Ciccarelli – Board Chair and Sue Pfau – Community Chair, Michelle Pollock, Carla Cumming)

Dates for sale – July 27 through 30 with set-up July 26 – 27 and preview July 27

- Grants (Jane Gabriels – Chair, Sarah Jordan, and Carla Cumming)
 - o Apply for SALS Challenge Grant to have ductwork cleaned and new duct covers installed. APPROVED for \$4,820 on 04/20/2023
 - o NYSED Grant #7972 for Building (new front porch stairs, rail, benches, foundation, shingles, etc.) APPROVED 4/20/23 and final 10% of funds will be released.
 - o ALA BOOKLIST/CARNEGIE MELLON FOUNDATION Grant AWARDED
Annual subscription to ALA Booklist Review and 25 patron copies/month plus digital access to share on our website – starts June 2023
 - o Cloudsplitter Foundation - Mission Support grant for monthly fuel oil costs - PENDING APPROVAL
 - o Charles Wood Foundation - PENDING APPROVAL

- o NYS Grant for generator submitted - PENDING APPROVAL
 - o Stewarts Holiday Grant - AWARDED AND RECEIVED \$450 - not yet spent
 - o Adirondack Action Pollinator Project - AWARDED Kits will be sent prior to June 19-25 (Pollinator Week)
- Personnel (Eric Pfau – Chair, Carla Cumming, Linda Breen)
 - o Worker's Compensation Claim
- Sunshine Committee (Elizabeth Green - Chair)
- Tax District Library Research (Dusty Caldwell – Chair, Dina Schmidt, Michelle Pollock)
 - o There will be a handout from the committee
- Programming Committee (Megan Baker - Chair, Sarah Jordan, Anne Kenna, and Dina Schmidt)
- Approval of Committee Reports

Communications

Unfinished Business

- Trustee Training requirements – need at least 2 hours of training
- Children's Cubbies
- New Copier/printer/fax/scanner - 2024
- Farmers' Market
- Logo Design
- Sexual Harassment Training – Link for the Warren County site was emailed
 - o Jane Gabriels
 - o Elizabeth Green
 - o Eric Pfau
- Signed Oath of Office – all complete
- Signed Conflict of Interest – all complete

- SALS Annual Meeting and Dinner @ Excelsior Springs Event Center – May 15 5 to 9pm

- Books for Homebound through Meals on Wheels

New Business

- Summer Schedule

- Change July meeting to July 19 to avoid conflict with book sale

Upcoming Events

- BASP Story Time

- Game Night – every Monday at 6:30

- Painting with Patrice – March 30, April 13, and May 11 at 6pm

- Help with Libby – April 20 and May 18

- Navigating Medicare – April 27 and May 4

- Summer Reading – Bingo/Scavenger Hunt

- Catherine Zampier – MTA – July 6

- Story Laurie – July 21

- Noah Chirnomos – MTA - author of “Dome Island” August 3

- Vicki Adesso Dodd – MTA – September 1

- Marty Podskoch – October 17

- Andrea Rice – Hiking Guide TBA

- Kate Fagen – MTA – TBA

- Vince Palazzo – MTA – TBA

- Carl Ciccarelli – MTA – TBA

- Julie Chapman – MTA – TBA

- Marilyn Simonds – MTA - TBA

Any Additional Comments from Trustees

Public in Attendance**Future Board of Trustees' Meetings**

- May 24
- June 28
- July 26
- August 23
- September 27
- October 25
- November 15 (take note of date change for Thanksgiving)
- December 20 (take note of date change for Christmas)

Town of Bolton Board Meetings

- May 2
- June 6

Adjournment