

**Brunswick Community Library**  
**Board of Trustees Meeting Minutes**

**March 20, 2018**

Board Members in Attendance: Natalie Hurteau, Fred Wobrock, Maureen Cox, Ann Clemente, Anne Poleto, Marthe Ann Gabey, Kevin Maniello, Laurel Colasurdo and Amy Kiley

Excused Board Members: Dan Casale, Tom Mahoney, and Carrie Painter

Meeting was called to order by Fred Wobrock at 6 p.m.

Approval for February Meeting Minutes were approved

Treasures Report by Maureen Cox:

Current IRA for Staff: Currently, Questar has an annual fee of \$50. We will be moving this fund from Questar to American which the fee is less. The annual fee is \$10. Library would pay the initial \$10 to move the IRA account however, staff would be responsible for their annual fee. Staff are able to opt out if they wish to do so.

Board Approved

February Director's Report by Natalie Hurteau:

As stated in her report, there was an increase in print from January and a decrease in use of the computers and in eBooks. Circulation numbers have increased. The counter had a faulty battery and Natalie did fix it but unfortunately we lost accurate stats as to the number of patrons coming into the library in the month of February. Bridge Club is a nice group and enjoying the library space. Our knitting group is up to 13 people. Sarah has been doing a BEEP course over at Tamarac Elementary. She has 5 children within her yoga group. Children are opening up to her and her presence acts as a strong role model within our community. Our last children's paint and sip went well and will have another class in April. The Egg hunt: Tamarac HS students need to complete 10 hours of community service and they have been helping out in preparation for the egg hunt. Ryan Cowan who is battling leukemia has also been helping with the preparation but assists in other ways to help in the library. He and his sister Ashley have been a huge help. As stated in the minutes, Natalie would like to nominate Ashley in the Volunteer of the Year award for UHLS. Kyle has left Gavin Landscaping. John Gavin has taken over and has been doing our snow removal, salting, etc. Natalie was looking at other options to hire in the future if anyone knows someone. Grafton Library is looking to hold their books sale on the day of our Garden Day. We will be reaching out to the friends, Dorothy Murray to see how this could work out. In our next board meeting, Mary Fellows from Youth Services at UHLS will be in attendance and we would like to invite Sara to our meeting as well. Still needing vendors for the Farmer's Market. So far Tarbox Farms is in. Ann C suggested that maybe new businesses along Route 7 would be interested in coming.

Board Approved

Old Business:

With the presentation from Tim Burke last meeting, it was suggested that we shorten our long term goals to 3 years. Fred had suggested creating another committee, Long Range Planning Committee that will consist of Ann Clemente, Kevin, Anne Poleto, Natalie, Fred and Tom. They will be setting goals to be

achieved within the next three years. We will begin with giving out a questionnaire, paper and possible survey through Survey Monkey; Begin to Establish Goals and Objectives (ex. Possible construction as one long range plan) and also create a focus group asking approximately 25 people who have not been in our building to get feedback. This committee would report their progress at our monthly meetings. McCarthy Family Trust, Natalie will be submitting very soon. Also, as of April 1<sup>st</sup> the library will be fine free with an understanding that if property is not returned, computer usage and taking out books from other libraries will be restricted.

Board Approved

Building & Grounds: Kevin and Tom reported that the existing propane tank should be replaced and would be good to bury the tank. As we progress in expanding the library in the future, the Building and Grounds committee will contact Mark Kesner as he may have a copy of the existing building plans. If not, we may have to hire a surveyor to survey the property and building. Kevin would find out more on whom that person could be and if they would be willing to make a donation.

Friends: Ann P reported that there will be 10 upcoming concerts this summer. They will be looking to do another book signing with Joe Bruno. Next Friends meeting, 4/14. Garden Day is on June 2<sup>nd</sup>.

UHLS: Fred had attended last week's meeting. Annual reports have been reviewed and sent to the state – extensions for the financial report are until May 1<sup>st</sup>. Within this meeting there was a discussion in having board members, staff and patrons visit other libraries within the 36 branches. It will be called the Upper Hudson Expedition. This will kick off between September – November of 2018. Fun discussion was brought about as to what you could receive as you visited each library such as buttons, stamps, etc.

Town Board Meeting (3/8/18) Ann C attended. Nothing to report. Meeting was mostly about the weather, snow removal, etc.

Board Approved

New Business: Snow Closing Policy was discussed. Natalie explained what our current closing policy is: If the Brittonkill CSD closes, so does our library with the discretion of the director. We had discussed what the current policy was and if it needed to change. It was noted that this was an unfortunate winter season causing us to close on more than one occasion. No changes are needed at this time to the closing policy.

Board Approved

Next Meeting: 4/17/18 at 6 p.m.

Next Town Meeting: 4/12/18

Meeting was adjourned at 7:13 pm