

Brunswick Community Library / January 2018 Board Meeting Minutes

January 16, 2018 | 6:15pm | Meeting location Brunswick Community Library

Meeting called by	Fred Wobrock, President	Board Attendees: Fred Wobrock, Ann Clemente, Laurel Colasurdo, Maureen Cox, Marthe Ann Gabey, Amy Kiley, Kevin Maniello, Tom Mahoney, Carrie Painter, Anne Poleto and Natalie Hurteau
Type of meeting	Board Meeting	
Note taker	Amy Kiley	Excused: Dan Casale

Treasurers Report:

Nothing to add (see Annual Report); Budget voted back in November of 2017. Board does not need to vote again. Maureen suggested to add a column to "Fundraising" within the 2018 Budget showing \$4,000; Within the 2018 Budget it was noted that Library Charges were \$1,000 and the LLSA was \$3,000. Board decided to wait until February of 2018 to discuss the library becoming fine free and discussing the budget.

Director's Report for November and December 2017:

Town of Brunswick is growing; Program attendance has doubled (See Director's December 2017 Report); Library's exposure within the community have been positive and community wishes to collaborate/support in the events held at the library such as Library Lights, Egg hunt and Trunk or Treat. Our relationship with the Brittonkill CSD has been positive. Sara will be conducting a journaling/reflections course along with a yoga class at the Elementary BEEP program. The shared services with Grafton Library has been going well this past month. The yoga class that is offered is full. Natalie suggested that the family movie group maybe moved since the attendance has been low. Sara will be working on Friday evenings rather than Saturdays to bring back the Teen/Tween programs. Natalie is on the Automation Advisory Committee; circulation of J Holiday materials will be within a 14 day turn around; looking to expand the collections. Grafton Library is in need of a new xerox machine. Brunswick Library's machine is approximately 8 years old and needs monthly maintenance. Our current company we have a yearly service with is Repeat Business. Natalie is getting two other quotes from other companies including Eastern Xerox to see which will be the cheaper option and possibly replace the existing copier.

Our neighbors have been cooperative with their dogs roaming the property. Neighbor has mentioned that they put up a new fence on their property and everything seems to be good.

Between Sara and Natalie, sharing services between the Brunswick and Grafton branches are running smoothly.

Old Business:

UHLAN: Automation service with the software such as ebooks, Ancestry and Mango. Natalie will provide of list. They wanted to extend another year to 2019. We had an agreement for 3 years. Maureen Cox suggested to shop around to see what other systems are offering and the cost.

We would like to take a closer look at the bylaws in regards to attendance at board meetings. What constitute “excused” and “absent” from a board meeting. Looking to create a draft of the bylaws and any revisions. Will review in February then vote on them in March.

Key Communicators Group: Carrie will reach out to the Superintendent of Brittonkill CSD to see the interest in having a future meeting. This meeting can include community agencies, businesses and school district. These meetings in the past were conducted near the time of the school budget.

Long Range Plans: Possibly ask Tim Burke to come back and assist. Board is willing to draft detailed goals on their own of the upcoming plans within a 5 year plan. In the past, library conducted a survey that the community was able to complete via Survey Monkey on our webpage but had a greater response by a written survey. The McCarthy Family Trust – In the past we were given a \$10 to 18,000 grant money that helped with the improvement within the library. We were not granted funding this last year but will apply again this upcoming month. The grant will cover expenses in expanding our youth reading programs.

School Budget Vote: Begin to prepare for the year 2019.

Building and Grounds: Roof is complete. Issue with the ventilation on the roof – it has been sprayed with foam. In the spring, Tom mentioned that some type of ventilation will need to be placed maybe vents on the gable ends. Suggestion from Maureen that when having the building pressure washed to think about the condensation building up near the roof lines. Propane tank, need to have someone take a look at the tank itself. Would like to find other ways to hide the tank. Burying the tank is not an option at this point. Possibly think about a Book Shed. Would like to propose the idea to the Friends to see if they would be willing to help with the cost. The basement is not the ideal place to hold these books for the book sales and can be time consuming carrying down books, then back up the stairs for the sales. Suggestion was made to maybe have a voluntary clean up party to help with organizing the basement and books that are stored. Garden Day will be on June 2nd.

Upper Hudson Library Meeting: NYS Budget; we hopefully remain as is at \$4,000 from Upper Hudson.

Town Board Meetings:

Last meeting that was held on January 11th, there were no updates. Natalie attends all town meetings and board members are encouraged to support and attend a meeting in the future accompanied by Natalie. Laurel and Kevin were added to the Board of Trustees.

Sponsorships:

In the past, the library put in a full page ad with the Girls’ Softball League; school musical. Budget was \$130.98. This year we would like to increase ways to become a sponsor. Suggestions were to: Increase exposure to the Softball League, Brunswick Little League, Soccer League and the Brunswick Children’s Academy would have a link to the library within their webpage.

Next Board Meeting is 2/20 at 6pm. Next Town Meeting will be 2/8; Kevin will be attending with Natalie.

Meeting Concluded and Adjourned at 7:18 pm