

Meeting of Library Board **January 8, 2019** **4:15**

Present:

Clem Crowe	Monica Ravreby	Jennifer Baker-Porazinski
Christina Becker	Sue Sawyer	Ken Gottry
Bob Otis	Sue Mitchell	Mary Laedlein

Minutes from Meeting

Distribution of Library Checking Account, page 1.

***Discussion of Meeting Room Policy** (See Manual for details)

#2 Restrictions should be considered. Space is not for private benefit.

#11 Is this space open to everyone?

#12 Look into legal aspects of usage. Consult village attorney.

Consultation with village attorney should be for #'s 1, 2, 11, 12, 13

***Discussion of Policy for Fines** (See Manuel for details)

Staff should use discretion when imposing fines.

Should there be a “fine jar” or investigate the Greenwich policy?

“Fines of \$10 or more must be paid before taking out further material” Motion from Bob Otis, second from Sue Sawyer. This is a change from the current \$2.00 tolerance policy.

***Discussion of Issuing a Library Card** (See Manual for details)

Add museum passes for loan for seven days.

Laptops and E-Readers may be loaned for two weeks. (\$2. A day overdue charge)

Librarian's Report – Christina Becker

Members of Board will sign oath of office at February meeting.

***Discussion of Joint Automation led by Bob Otis**

Police are not entitled to information.

This committee should review and discuss adoption of joint automation.

*Review of Bob Otis' financial report for Sept. -Nov.

Architect update

Architect plans are progressing well, and Christina will email preliminary drawings today. **Phase 1** is accessibility; **Phase 2** addition to the west (underground with terrace) Product should be available in 2 weeks.

Discussion

Should we have a building committee? Only some of us on it.

After feasibility is decided, maybe a smaller committee should be formed.

Presentation and Discussion of 2019 Budget

Proposed budget for 2019 includes pay raise for employees. Increase in budget (\$2,500 - \$3,000).

Computers will be bought for staff only (\$1,700).

Total operating budget = \$102,865

Money will come from school vote (\$52,000-\$54,000) and fund balance (\$11,000).

Christina will send proposed budget to us all in an email.

Hoping for \$5,000 grant from Senate, and \$3,000 from Preservation League.

Further Discussion of Library Business

Donations received from J. LeLand (\$50) and the Palinski Family (\$150).

Tutors needed:

Financial literacy & Financial Counseling

TCT

Glens Fall National

Debt Reduction

Cambridge, Greenwich & Schuylerville are part of a presentation on

“Better Reader Partners” conference

Gail Jensen will help coordinate grant applications for programs.

Five new laptop & “small libraries create small spaces” grant

New library hours have been well received and will be put on a sign as well in Eagle.

Next Meeting: February 12 at 4:15