

Clinton Community Library Board of Trustees Meeting, 10/9/17 (6:30 – 7:10 pm)

Present: Barbara Burns, Sue Ellen Fairbanks, Bill Relyea, Zachary Snow, Mary Pat Sternberg, Johanna Whitton, Teresa McGuirk, Rebekkah Smith Aldrich (MHLS), Eliot Werner (Town Board)

Absent: Matthew Pfisterer

TOPIC	DISCUSSION	ACTION
1) Welcome Approval of Agenda Approval of Minutes Quarterly Report Board Calendar	Agenda 10/9/17: No discussion. Minutes 9/11/17: No discussion. Quarterly Report and Board Calendar were distributed.	Motion to accept Agenda. Motion by B. Burns; 2 nd by Z. Snow. Approved unanimously. Motion to accept 9/11/17 Minutes. Motion by B. Burns; 2 nd by J. Whitton. Approved unanimously.
2) Community Speak	There were no members of the community present.	
3) 414 Campaign	Team meetings were held 9/23 and 10/3. Newsletter was sent to all households with information about the ballot proposition. President and Library Director provided information at 9/12 Town Board meeting. Legal notices will be placed in PJ by Town Clerk and in NDN by S. Fairbanks. Easel signs were prepared by M. Sternberg and J. Whitton. Handout will be printed. Lawn signs and postcard are being prepared.	Continue educating the community about the ballot proposition. A Trustee will be in Library on Saturday mornings to provide info and answer questions/concerns.
4) Library Director Report (Attached)	Attendance at <i>Yoga</i> and <i>Tai Chi</i> is high; evening class times have been added. October schedule: <i>Raw Foods</i> workshop; <i>Lost Amusement Parks in HV</i> Lunch & Learn; <i>Lee Kravitz</i> lecture; new daytime book club. Director intends to increase E-book collection.	Director encouraged Trustees to attend 2017 MHLS Annual Membership Meeting, Oct. 27.
5) Financial Report (Attached) Finance Statements (Attached or In Library) 2018 Budget	One copy of Financial Statements will be available at each BOT meeting. Additional packets will be made available upon request. Committee met 10/5/17 and recommends acceptance of: P&L YTD Statement- September 2017 P&L Budget vs. Actual Statement – September 2017 Balance Sheet – September 2017 Projection of expenses out to 2017 yearend indicates the Library shortfall will be ½ of what was anticipated in the Budget, due to the Library’s securing of additional grants. 2018 Budget numbers will be dependent on 11/7 Ballot outcome.	Motion to approve the September P&L YTD, P&L Budget vs. Actual and Balance Sheet Statements. Motion by Z. Snow; 2 nd by J. Whitton. Approved unanimously. Committee will make Budget recommendations at the next meeting.
6) Fund Raising Report (Attached)	<u>Joint Tag Sale - Book Sale</u> raised approximately \$900 (\$375 Tables; \$500 Books). The Board thanked M. Malloy for organizing the Tag Sale. President asked Committee Chair to prepare the event post-mortem report. <u>Golf Tournament</u> raised \$1,250. <u>M. O’Haire Photo Exhibit</u> raised \$180 (raffle, donation).	S. Fairbanks will send Thank You letter to donor of tables. M. Sternberg will send Thank You letters to raffle donors.

	<u>Election Day Raffle</u> <u>Silent Auction:</u> J. Whitton has set up a silent auction on line. <u>Wine Tasting:</u> Rescheduled for Nov. 11 with Thanksgiving Wines.	Library Director will work with staff to organize Election Day raffle. Trustees were encouraged to send link to friends.
7) Town Board Liaison	E. Werner encouraged Trustees to attend the Town Board meeting tomorrow evening and the Budget Workshop on Thursday at 7 pm.	
8) Community Speak	There were no members of the community present.	
9) Adjournment	The President reminded trustees to send their reports for the next BOT meeting to the Board box prior to the meeting.	Motion to Adjourn. Motion by B. Burns; 2 nd by Z. Snow. Approved unanimously. Meeting adjourned at 7:10 pm.

Minutes and attachments from this and previous meetings are available on line and in the Library.

The next meeting of the Board of Trustees is Monday, November 13, 2017, at 6:30 pm in the Library. All members of the community are welcome to attend.