

MINUTES
CLINTON COMMUNITY LIBRARY
MONTHLY BOARD OF TRUSTEES MEETING
Monday, August 13, 2018 6:30pm

- I. **WELCOME/CALL TO ORDER** – By Vice President Mary Pat Sternberg at 6:30 PM.
- II. **ROLL CALL** – Performed by Board Secretary Sue Ellen Fairbanks. Present: Marion Auspitz, Zack Snow, Johanna Whitton, Mary Pat Sternberg, Sue Ellen Fairbanks, Teresa McGuirk, Tim Sullivan, and Mike Whitton (town board liaison). President Matt Pfisterer excused absence due to illness.
- III. **MINUTES**
 - a. Approval of minutes of June 11, 2018 – Motion to approve and accept minutes by Mary Pat, second by Zack Snow. Approved unanimously.
- IV. **PUBLIC COMMENTS** – None.
- V. **CORRESPONDENCE** – Per Teresa, CCL received \$6K in targeted library funding from Sue Serino. CCL also received the Berkshire Taconic grant funding of \$4500.
- VI. **TOWN BOARD LIAISON REPORT** – Michael Whitton – Per Mike, Ray O has sent letter to Didi Barrett with prioritized list of 4 items for Assembly Grants Request funding. Library ramp was listed as #4 on the list. Will keep tabs on how this progresses.
- VII. **COMMITTEE REPORTS:**
 - a. *Finance Committee* – Zack Snow reporting. Motion by Johanna to approve the June and July financial statements, second by Zack. Approved unanimously.
 - b. *Governance* – Zack Snow reporting. Today's committee meeting has been postponed due to Matt's illness, and will be rescheduled. Board survey is ready for review.
 - c. *Fundraising* – Johanna Whitton reporting. Golf outing plan in place for Sept. 15 and raffle tickets are being sold at concerts. Focus is now on the September Book and Tag Sale to be held on Sept. 22 from 9-3. Planning and advertising is now in process. Reaching out for vendors to participate, and volunteers to help with setting up the book sale. Also, the card for annual appeal is in process.
 - d. *Operations* – Matt postponed.
 - e. *Long Term Planning* – Chair Sue Fairbanks reporting. June, July, and August this committee has been working on a new 5 Year Plan document. Review and revision in process. Will ask MHLS to review also.
 - f. *Facilities* – Chair Mary Pat Sternberg reporting. Team is investigating the changing table for restroom. Also looking into a fresh water cooler due to the sulfur smell in building water. It was decided that right now a small refrigerator for staff is not needed.
 - g. *Development* – Chair Marion Auspitz reporting. First meeting held. Team reviewed new and old grants and discussed how to move forward.
- VIII. **DIRECTOR'S REPORT** – from Teresa McGuirk, attached and in board box. Circulation remains high. Programming is very active and new exercise programs and Lunch and

Learn continue to be popular. Summer concerts have been very well attended, and bands have been excellent. Permanent charter application is moving along well.

IX. **OLD BUSINESS**

a. None.

X. **NEW BUSINESS –**

a. None.

XI. **Executive Session –** Motion by Vice President Mary Pat Sternberg to go into executive session at 7:25 PM, second by Johanna Whitton, to discuss a personnel matter. Came out of executive session at 7:30 PM. At that time Zack Snow made a motion to accept the updated version of the 6/7/18 Finance committee meeting minutes, as circulated. Second by Tim. Approved unanimously.

XII. **ADJOURNMENT –** Motion by Mary Pat to adjourn at 7:45 PM, second by Sue Ellen. Approved unanimously.

DATE OF NEXT MEETING: Monday, September 17, 2018 6:30pm

FINAL