

MINUTES
CLINTON COMMUNITY LIBRARY
MONTHLY BOARD OF TRUSTEES MEETING
Monday, November 19, 2018 6:30pm

- I. **WELCOME/CALL TO ORDER** – By President Matt Pfisterer at 6:33 PM.
- II. **ROLL CALL** – Performed by Board Secretary Sue Ellen Fairbanks. Present: Marion Auspitz, Matt Pfisterer, Johanna Whitton, Mary Pat Sternberg, Sue Ellen Fairbanks, Zack Snow, Tim Sullivan, Teresa McGuirk, and Mike Whitton (town board liaison). Also in attendance, Kim Lewis, new trustee as approved below.
- III. **Motion to Appoint Kim Lewis as New CCL Trustee.** Motion by Mary Pat, second by Marion. Approved unanimously. Term will be 3 years, through Dec. 31, 2021. Congratulations Kim and Welcome!
- IV. **MINUTES**
 - a. Approval of minutes of October 15, 2018 – Motion to approve and accept minutes by Tim, second by Zack. Approved unanimously.
- V. **PUBLIC COMMENTS** – None.
- VI. **CORRESPONDENCE** – Letter from Community Foundation for event on December 4 from 3:30-6 PM. Teresa provided information. Contact her if interested.
- VII. **TOWN BOARD LIAISON REPORT** – Michael Whitton reporting – No update on Didi Barrett funding. Town Board is focused on budget for 2019. \$15K slated for building maintenance. Teresa will send email to Theron about snow plowing during storm last Friday.
- VIII. **COMMITTEE REPORTS:**
 - a. *Finance Committee* – Zack Snow reporting. Motion by Sue Ellen to approve the Oct. financial statements, second by Johanna. Approved unanimously.
 - b. *Governance* – Zack reporting. Working to close on slate of officers for 2019.
 - c. *Fundraising* – Johanna Whitton reporting. Next meeting is 11/29 at 5PM to plan for the December 10 annual meeting. The Election Day raffle went well and raised \$1600. Annual appeal is in process, and cards will be mailed soon.
 - d. *Operations* – Matt reporting. Evaluation complete and also discussed holiday schedule and leave accrual. 2019 holiday schedule being worked on. Sue Ellen suggested that Veterans Day 2019 be a holiday for library.
 - e. *Long Term Planning* – Chair Sue Ellen Fairbanks reporting. Next meeting will be in 1Q 2019 to begin tracking progress of Long Term Plan.
 - f. *Facilities* – Chair Mary Pat Sternberg reporting. Met last Friday. Approved a fresh water cooler due to the sulfur smell in building water. Delivery will begin in December. Presented Facility Plan that dovetails with Long Term Plan. Accepted comments and will take back to committee for updates.
 - g. *Development* – Chair Marion Auspitz reporting. No meeting held this month.

- IX. **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 Learns continue to be popular.
- X. **OLD BUSINESS**
- a. NYLA Shubert Award 2018. Matt accepted in Rochester.
 - b. Review of yearly board calendar. Sue Ellen will create a calendar for 2019.
- XI. **NEW BUSINESS –**
- a. Facilities plan. Reviewed and discussed above.
 - b. Donation to Pleasant Valley Free Library. Discussed with no conclusion. Reviewing what other groups have done.
 - c. CCL Holiday Calendar for 2019. In process.
 - d. 2018 CCL Board Officers. Per Zack, need to extend terms of officers that are due to hit the three year mark at end of 2018.
- XII. **ADJOURNMENT** – Motion by Mary Pat to adjourn at 7:39 PM, second by Johanna. Approved unanimously.

DATE OF NEXT MEETING: Monday, December 10, 2018 6:30pm. Annual Meeting.

DRAFT