

MINUTES
CLINTON COMMUNITY LIBRARY
MONTHLY BOARD OF TRUSTEES MEETING
Monday, February 11, 2019 6:30pm

- I. **WELCOME/CALL TO ORDER** – By President Matt Pfisterer at 6:31 PM.
- II. **ROLL CALL** – Performed by Board Secretary Sue Ellen Fairbanks. Present: Zack Snow, Matt Pfisterer, Johanna Whitton, Mary Pat Sternberg, Marion Auspitz, Tim Sullivan, Kim Lewis, Teresa McGuirk, and Mike Whitton (town board liaison).
- III. **MINUTES**
 - a. Approval of minutes of Dec 10, 2018 – Motion to approve and accept minutes by Tim, second by Johanna. Approved unanimously.
- IV. **PUBLIC COMMENTS** – None.
- V. **CORRESPONDENCE** – None.
- VI. **TOWN BOARD LIAISON REPORT** – Michael Whitton reporting:
 - a. Grant for ramp: Mike received word from Didi's office that the grant application was submitted to the Ways and Means Committee. The process for the ramp funding has started. Mike will continue to send updates as he gets them.
- VII. **COMMITTEE REPORTS:**
 - a. *Finance Committee* – Johanna reporting. Motion by Johanna to approve the Dec. 2018 financial statements, second by Sue Ellen. Approved unanimously. Discussed need to investigate a higher yield CD for our CD that is maturing. A rate of at least 2.5% should be pursued. Motion by Johanna to approve the January 2019 financial statements, second by Sue Ellen. Approved unanimously.
 - b. *Governance* – Zack reporting. Committee will meet this month to start the review of policies. Scheduled for Feb. 23 at 10:30am.
 - c. *Fundraising* – Sue Ellen reporting. On March 2 at 7pm, CCL will host a Storytelling Event to benefit the Pleasant Valley Free Library. A reception will be held in the Library to meet and mingle with the 4 Storytellers. Press release and Flyers are out and being posted. We are very excited for this to be a success. Also, the winter book sale will be March 21-24. Planning and publicity in process. Next committee meeting is Friday Feb. 15 at 3:30.
 - d. *Operations* – Matt reporting. Committee met January 12. Approved annual raises and compensation for all employees for 2019.
 - e. *Long Term Planning* – Sue Ellen reporting. Team has not met. Will meet in Spring to integrate 5 Year Plan document with Facilities plan.
 - f. *Facilities* – Chair Mary Pat Sternberg reporting. Committee has completed the Facility Plan. Motion by Mary Pat to approve the Facility Plan that she sent out. Second by Tim. Approved unanimously. Second order of business is the New Carpeting proposals. 4 vendors have put in bids and committee is in review. Motion by Sue Ellen to approve spending up to \$8K. Second by Tim. Approved unanimously.

- VIII. **DIRECTOR'S REPORT** – from Teresa McGuirk, attached and in board box. Circulation and programming are very positive. We continue to apply for grants. We have received over \$13K for the annual appeal and several matching grants. Donors will be listed in the upcoming newsletter.
- IX. **OLD BUSINESS**
- a. Review of Committee Rosters for 2019. Minor updates made and document has been resent to board box.
- X. **NEW BUSINESS –**
- a. MHLS Correspondence. Matt reported that MHLS trustees are available to attend a 2019 board meeting. Discussed need and benefits. Decision deferred.
 - b. 2020 Census. Matt reported that libraries may see additional traffic and computer use for census. There may also be grant money. We will continue to monitor.
 - c. NYLA Advocacy Day is Wed. Feb. 27. Library champions will go to Albany and lobby reps to support libraries and funding. Everyone is encouraged to go to the NYLA web site and submit the 'support' form.
- XI. **ADJOURNMENT** – Motion by Zack to adjourn at 7:49 PM, second by Mary Pat. Approved unanimously.

DATE OF NEXT MEETING: Monday, March 11, 2019 6:30pm.

Approved