

MINUTES
CLINTON COMMUNITY LIBRARY
MONTHLY BOARD OF TRUSTEES MEETING
Monday, January 13, 2020 - 6:30pm

WELCOME/CALL TO ORDER:

At 6:29 PM by President Matt Pfisterer.

ROLL CALL:

By Secretary Sue Ellen Fairbanks – Carol Bancroft, Johanna Whitton, Mary Pat Sternberg, Marion Auspitz, Matt Pfisterer, Tim Sullivan, Kim Lewis, Sue Ellen Fairbanks all present.

MINUTES

Approval of Minutes of December 9, 2019 – Motion by Johanna Whitton, second by Mary Pat. Approved unanimously.

PUBLIC COMMENTS: None

Clinton Town Board Liaison - Councilman Michael Whitton

Per Mike, focus has been on new year start-up. Next order of business is the lease renewal letter for 2020.

COMMITTEE REPORTS:

Finance

- *Motion to Approve December Financial Reports (VOTE). Motion by Johanna. Second by Mary Pat. Approved unanimously.*

Governance

- ***Vote to Approve proposed changes to bylaws presented 12-9-19:*** *Wording changes in Patron Code of Conduct and Personnel Policy. Motion by Kim, second by Tim. Approved unanimously.*
- ***Presentation of proposed changes to bylaws:*** *Terms of Trustees clarified. Kim will send via email to everyone and vote next month.*
- ***Procedure for Appointing New and Replacement CCL Trustees.*** *Discussed and agreed to continue with existing process of written application and in person chat at library.*
- ***Selection of Interview Committee for Trustee Applicants.*** *Governance committee will work on this as applications are received.*

Fundraising

- *Annual Appeal: Thank you notes are being sent to donors. Save the date for Book Sale March 12-15, Storytelling Event March 21, and Donor Appreciation event on May 16.*

Operations: *no updates*

Long Term Planning: *team will meet to update results vs goals*

Facilities: *discussed updating plan with results. Don't change goals.*

DIRECTOR'S REPORT: attached

OLD BUSINESS: None

NEW BUSINESS

- **CCL Lease Renewal (VOTE):** Authorize Carol Bancroft to send letter requesting lease renewal. Motion by Tim. Second by Johanna. Approved unanimously.
- **Trustee Conflict of Interest Statements:** Distributed for all trustees to sign and date for 2020. Complete.

ADJOURNMENT – Motion by Johanna to adjourn at 7:34pm. Second by Marion. Approved unanimously.

Next Meeting – Monday, February 10, 2020

APPROVED