

**Minutes of The David A. Howe Library
Board of Trustees
August 8, 2017**

Trustees Present:, Donald Comstock (President), Laurie Hennessey, Ed Pekarek, Janice Porter, Connie Synakowski (Secretary), Anne Sobeck, Voni Walker, and Nic Gunning, (Director)

Emily Peavey, prospective trustee

Absent: Mark Finn (Vice-President)

Call to Order: President Comstock called the meeting to order at 7:33 AM.

Discussion and Approval of Minutes:

A motion was made by President Comstock to approve the July 11, 2017 minutes. Trustee Porter seconded and the motion carried.

Director's Report – Discussion on the following items:

- Director Gunning presented the July 2017 circulation and program statistics. Circulation numbers were up as compared to July 2016. Programming statistics could not be finalized due to missing numbers from the Children's Programs and the Summer Feeding Program but the trend looks positive.
- News from the Library...
 1. Director Gunning displayed the Ebsco Awards for Excellence in Small Rural Libraries. They included a crystal trophy, wall plaque, and citations from Assemblyman Joe Giglio, Assemblyman Tom Reed, and Governor Andrew Cuomo.
 2. The 80th Anniversary Celebration was well-attended and successful. There was a good crowd for both the reception and the three one-act plays.
 3. Balloon Rally Weekend was a success at the Library. There was significant foot traffic in all areas of the building and lots of books were purchased at the sale. The remaining books may be donated to the jail, local doctors' offices, and other places to be determined.
 4. The Village Board, which held its monthly meeting in the Library in July likes the venue and wants to continue to meet here.
- Programming
 1. Preparations are underway for Allegany County History Week which will take place September 26-October 1. The Library will add items from our Lincoln Collection to the Civil War Memorabilia that will be on display and host four guest lecturers in the Nancy A. Howe Auditorium. We will also be open during regular Library hours that week so the displays will be available to those who work.

2. Director Gunning has been approached regarding the Library's hosting a Meet the Legislators event. He will contact local officials to determine the best way to orchestrate it.
 3. The October 27th author visit featuring Naomi Shihab Nye, a Palestinian author who writes both adult and children's books, will once again be planned jointly with Houghton College. The Friends will also help with the reception which will follow the author's talk.
 4. The Fancy Nancy Tea Party is set for August 17th. The Duke Tea House will cater and serve. Children's Librarian, Kate Miller is planning a Parisian theme with relevant activities and crafts.
- Departmental Reports...
 - A. Youth Services
 1. Director Gunning has requested that Children's Librarian Kate Miller, and Director of Youth Services, Eric Mikols, begin building a "Safety" book collection that will be available for parents to read with their children around such topics as how to interact with strangers, fire safety, internet safety, abuse, etc.
 2. 55 teens participated in the 2017 Summer Reading Program.
 3. Teen photography classes will be scheduled for this fall. The materials and supplies will be funded through the grant monies received from the Foundation for Southern Tier Libraries. The classes will be held before the Teen Photography Contest in an attempt to encourage more participants.
 4. In the Children's Room, Monday evening story time, which has not been well-attended, will be replaced by Lego Club which will be a theme-based building activity for parents and children.
 5. Story times will begin again the week school starts on Thursdays at 1 PM for preschoolers, and Fridays at 10:30 AM for toddlers.
 - Buildings and Grounds...
 1. Bill Fish's landscaping company spent 40 hours pruning and clearing the landscaping around the Library. Bob Dunham donated flats of annuals to brighten up the flower beds near the auditorium. Trustees discussed the need to approach local service clubs to see if there is an interest in funding some of the plantings. The Board also decided to incorporate dedicated funds in the 2018 budget to address initial spring planting and on-going landscape maintenance.
 2. The Annual Trustees' Building Tour will take place after the September Board meeting.
 3. Those who attended the Facilities Master Planning presentation given by Butler Rowland Mays recommended that the Board pursue other options.
 4. The Chamber of Commerce has requested the use of the Library building to hold its Comedy Night on August 26th. To date Director Gunning has not received all of the necessary paperwork or permits for the event. Director

Gunning with contact the Chamber to let them know that the event will not take place without all of the necessary documentation.

- Grants and Funding

1. The following grants have all been submitted and the Library is waiting on notice of approval or rejection: The Manley Trust, Junior Library Guild Best Small Library, Vernon Supplies Grant, and the Main St. Improvement Grant (which is being submitted by the Wellsville Chamber of Commerce).

Committee Reports:

1. The Finance Committee, along with other interested Board members, met with Miles Anthony and John Richardson to discuss proposals for managing the Library's endowment. Anthony and Richardson submitted three options for the Board's consideration. The Board decided to pursue proposals from other sources before making a final decision. President Comstock will contact Geralyn Gough to see if she is interested in submitting a proposal, and Secretary Synakowski will contact the philanthropic specialist at Wells Fargo to see if they are interested.

Friends Report: The Friends...

- Did not meet in July.
- Raised 550\$ after expenses on the Yeti cooler raffle.

Old Business:

- Trustee Walker made a motion to appoint Emily Peavey to fill the vacant seat on the Library Board. Janice Porter seconded and the motion carried.
- The Board is delighted to welcome Emily!

New Business:

None

Adjournment:

At 9:06 Trustee Porter moved to adjourn. Trustee Pekarek seconded and the motion carried.

Respectfully submitted,

Connie Synakowski, Secretary