

Minutes of the David A. Howe Library  
Board of Trustees Meeting  
May 14, 2019

Trustees Present: Donald Comstock, President, Voni Walker, Treasurer, Nic Gunning, Director, Madeleine Gasdick, Laurie Hennessy, Nancy Reuning, Tom Reuning, and Anne Sobeck, Secretary

Trustees Absent: Emily Peavey

Call to Order: President Donald Comstock called the May 14, 2019 meeting to order at 7:32am.

Discussion and Approval of Minutes: Motion made by President Donald Comstock and seconded by Trustee Walker to approve the April 2019 minutes. Motion carried.

Directors Report:

A. Statistics

- Circulation Review
  - Total checkouts decreased
  - Holds filled and holds placed increased due to new book sharing procedure with STLS
- Program Review
  - Serious decrease in Auditorium program attendance due to loss of the Wellsville Daily Reporter advertising
  - Huge increase in podcast number due to Author's Martha Wells, Jeff Gottesfeld and Michael Nesmith interviews

B. News from the Library

- Director Gunning and other county directors are planning a second county-wide job fair for August
- Annual report to community was mailed
- Tuesdays on the Terrace set for July 9-August 13
- Preparations are underway for the Summer Reading Program
- Upcoming major auditorium events: The Young Sisters, June 13<sup>th</sup> and The Ulysses S. Grant Historical Enactment, June 18<sup>th</sup>
- Director Gunning held his annual tour of the DAH with two Alfred State Architectural classes
- Director Gunning, Niki and Kate earned their CPR registrations and are obtaining info regarding the purchase of a defibrillator for the DAH
- Free lunch for the summer school program is being negotiated
- Partnership with the jail is going well
- Tech classes with Office for the Aging began in April

### C. Department Reports

- Youth Services
  - Teen Photo Show was a success with 52 photo submissions
  - Plans to remove underutilized computers in youth room to accommodate more “family” seating have begun
  - A very generous donation was received in addition to a grant to begin expansion on youth study space
  - Sign Language Classes ended but planning for more has already begun
  - Kate is planning on incorporating more STEM programming into her Monday evening programs this fall
  - A Passover and Hanukah themed storytime will continue next year
  - Easter Egg Hunt was a HUGE success
  - Superhero Party was a success
  - Kate is developing a “Books on the Bus” program for kids riding to and from school each day
  
- Building and Grounds
  - Director Gunning and Trustee Peavy met with Highland Masonry to address issues with the outside steps and brick wall at the Auditorium entrance
  - A quote was received from MJ Painting for the work needed on the cupola, the board is actively seeking a second quote
  - A new drinking fountain has been purchased for the children’s area
  - Scaffolding has been purchased to help with internal maintenance
  - Director Gunning and Rick have made a list of long term goals

Motion by President Comstock to go into Executive Session, seconded by Trustee Hennessy 8:04am Motion carried.

Motion by President Comstock to come out off Executive Session, seconded by Trustee Hennessy 8:45am. Motion carried.

#### Friends Report:

Account Balance \$19,748.74

#### Old Business:

Trustee Committees will be discussed at our next meeting

#### Adjournment:

Motion by Trustee Walker, seconded by Trustee Hennessy to adjourn the meeting at 8:55am. Motion carried.

Respectfully submitted,  
Anne Sobeck  
Secretary

