

Minutes of the David A. Howe Library
Board of Trustees Meeting
July 9, 2019

Trustees Present: Donald Comstock, President, Madeleine Gasdik, Emily Peavey, Voni Walker, Treasurer, Nancy Reuning, Nic Gunning, Director, Tom Reuning, Anne Sobeck, Secretary

Trustees Absent: none

Call to Order: President Donald Comstock called the July 9, 2019 meeting to order at 7:33am.

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

Directors Report:

A. Statistics

-Circulation Review

The DAHL showed an increase in all transaction types.

-Program Review

Participation was only down 33 attendees from July 2018.

B. News from the Library

-The Library will be open Balloon Rally Saturday, 7/20 from 8am-2pm, offering tours and the book sale.

-The Library will have a booth at the Allegany County Fair.

-A reception in honor of President Donald Comstock's 40 year service as President of the DAHL Board of Trustees will be held Saturday, 7/13 at 3:00pm on the terrace.

-The Summer Reading Program has begun and is showing a greater participation than last year.

-Amanda and Eric attended a training session at WCS for the Summer Feeding Program. The Library is one of four locations offering a free meal to children in the community.

-Tuesdays on the Terrace and Music on the Lawn are both underway.

-As recommended by our Auditor, Director Gunning and Amanda have been researching payroll outsourcing. After speaking with ADP, Paychex and H&R Block, it was decided that H&R Block, as well as being local, offered the best service for our needs. A motion to use H&R Block for payroll services was made by President Comstock and seconded by Trustee Gasdik. Motion carried.

C. Department Reports

-Auditorium

The Portable Planetarium, “a virtual tour of our night sky”, will be presented in the aud beginning 7/11. Thank you in advance to Professor David Toot for setting up the planetarium free of charge for the Library.

-Youth Services

In preparation for the Summer Reading Program, Kate set up tours for the kindergarten through fifth grade classes at the Elementary School and the ICS. Over 10 tours (approx. 600 people) were conducted in May and June. The Fancy Tea is set for Saturday, 8/17. The theme is “Royalty”. The Duke House will cater the event. A Ballet from the Genesee Dance Theatre will be held in the aud immediately after the Tea.

-Technology

Ken reported an increase in tech lab use. The monthly tech class for seniors is going well. He will also be presenting to the Monday Club when they resume meeting.

Additional safeguards and supervision are being implemented due to a report of kids accessing inappropriate sites while using the ipads.

The podcast continues to attract an audience. Upcoming author interviews include NASA Scientist David Dvorkin and Youth Author Lauren James.

D. Building and Grounds

-After much discussion, a motion to accept MJ Painting’s quote to paint the Cupola was made by President Comstock and seconded by Trustee T. Reuning. Motion carried.

- No smoking signs will be provided by STLS from the state.

Brian Hildreth and Erika James from the STLS attended our meeting and gave a presentation of the importance of our Southern Tier Library System.

E. Committee Reports

- Trustees were appointed to committees:

Finance Committee

Voni Walker, Chair
Donald Comstock
Emily Peavey
Madeleine Gasdik

Administrative Committee

Laurie Hennessy, Chair
Donald Comstock
Anne Sobeck
Voni Walker

Building and Grounds

Tom Reuning, Chair
Donald Comstock
Nancy Reuning
Anne Sobeck

Friends Report:

None (meeting was postponed)

Old Business:

1 Trustee seat open

New Business:

None

Adjournment:

Motion by President Comstock and seconded by Trustee Gasdik to adjourn the meeting at 9:16am. Motion carried.

Respectfully submitted,

Anne Sobeck

Secretary