

Minutes of the David A. Howe Library
Board of Trustees Meeting
August 13, 2019

Trustees Present: Donald Comstock, President, Madeleine Gasdik, Nancy Reuning, Nic Gunning, Director, Tom Reuning (via call-in), Laurie Hennessey

Trustees Absent: Anne Sobeck, Secretary, Voni Walker, Secretary, Emily Peavey,

Call to Order: President Donald Comstock called the August 13, 2019 meeting to order at 7:35am.

Discussion and Approval of Minutes: Motion made by Trustee Hennessey and seconded by Trustee Gasdik to approve the July 2019 minutes. Motion carried.

Directors Report:

A. Statistics

-Circulation Review

The DAHL showed an increase in all transaction types.

-Program Review

Participation continued to positively trend with an increase of 732 participants 2018 to 2019.

B. News from the Library

-The library was very busy on Balloon Rally Saturday. Three library tours were conducted and all were well attended.

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

-The Book Sale was has ended and was particularly successful this year

-Tuesdays on the Terrace was also a big success. We sold over 100 lunches each week, with the exception of 8/6 when the paving was happening.

-History week is set for September 23-28

-As Chair of the Director's Advisory Council, work continues to increase funds for the digital collection, auto-renewal initiatives, and reciprocal borrowing program

-Job Fair happened on Saturday, August 10, 2019; was a success, however we should look to see if scheduling it earlier in the spring may be a better approach next year

- Niki, Kate, Jessica, Amanda, Eric and Director Gunning staffed a booth at the Allegany County Fair. We had a lot of interactions and the live podcast went very well.

C. Department Reports

-Adult Services

The Adult Summer Reading Program went well and even saw a slight increase in participation over last year

The weekly Astronomy for everyone program was particularly popular
Craft classes and book clubs continue as usual.

-Youth Services

Both youth summer reading programs were successful

57 registered teens, 231 between readers and listeners. This is an increase for both programs

We had over 800 visit the library this summer

The Fancy Tea is set for August 17, 2019

Kate is looking into resuming the ASL classes in the fall

-Technology

Our internet connection has officially been moved to First Light through a deal with STLS

D. Building and Grounds

-All paperwork has been completed and filed with MJ Painting. Work was set to begin on August 1, but a hold-up with the scaffolding company has pushed that back.

-Rick has repaired some steps in the front and conducted a walk-around with a Mason to address the leaks

-Annual tour for Trustees is scheduled to take place after the September meeting.

E. Personnel

-Floyd's last day was 8/2/19. The staff gave him a card and we had donuts and coffee that morning

-Jason Marsden is stepping away from his duties in the auditorium. He is continuing to help out until we are set

-Izabel Culbertson has been hired as our new student library clerk

-Kris Green has agreed to fill vacant position on board

F. Grants and Funding

-Application for the Manely Trust was successful; we were awarded \$7,785 to address water leak issues

-Ken Reichman submitted a grant proposal for new wireless hotspots and data connections points to aid in his program at the senior luncheon; he did a great job

E. Committee Reports

-None

Friends Report:

-None

Old Business:

-None

New Business:

-A motion was made by Trustee Gasdik and seconded by Trustee Hennessy to appoint Kris Green as Trustee; motion passed unanimously by voice vote.

Trustee Green was assigned to the Building and Grounds committee.

-The Music On The Lawn Organization has a large trailer stored in the Library garage. We agreed to store the trailer temporarily for the organization, however it has been in the garage for some time now. Because of the limited space, continued storage of the trailer will be difficult. Director Gunning will reach out to the organization to discuss the situation for resolution.

Adjournment:

-Motion by President Comstock and seconded by Trustee Hennessy to adjourn the meeting at 8:33 am. Motion carried.

Respectfully submitted,

Kris Green

Trustee