

Minutes of the David A. Howe Library
Board of Trustees Meeting
October 8, 2019

Trustees Present: Donald Comstock, President, Tom Reuning, Emily Peavey, Vice-President, Laurie Hennessy, Nic Gunning, Director, Nancy Reuning, Kris Green, Anne Sobeck, Secretary

Trustees Absent: Voni Walker, Treasurer, Madeleine Gasdik

Call to Order: President Donald Comstock called the October 8, 2019 meeting to order at 7:35am.

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

Directors Report:

A. Statistics

-Circulation Review

Overall an increase in circulation.

-Program Review

Attendance has remained steady if not increased.

B. News from the Library

-The annual report with the Comptroller and SAM has been completed.

-Sexual Harassment Prevention Training is being set up for Library personnel in compliance with the new state requirements.

-After much discussion about the safety of personnel at the workplace, Trustee N. Reuning suggested having Lindy White or the WLSV Police Dept give a presentation on managing a disruptive situation.

-History Week was, again, a success. Plans for 2020 are underway.

-Craft classes with Sheila Kalkbrenner are going well.

-The DAHL will participate in the state-wide programming, "The Great Give Back". There will be a SPCA event on 10/19 and the library will be collecting coats for those less fortunate.

C. Department Reports

Auditorium:

- Genesee Valley Chorus

-Nate & Kate

-The Murder Mystery: Write Me a Murder

-Author visit from Andrew Phelan

Youth Services:

- There has been a slight decrease in storytime attendance now that school is back in session.
- Kate is visiting the Trinity and Headstart Programs for storytime and is planning to begin at Montessori, also.
- Sign Language classes have resumed thanks to the COSAC grant.
- October is going to be very busy with the start of the YMCA storytime, rock painting, puppy play date with rescue pups, and the Annual DAHL Kids Halloween Party.
- Eric is working on a grant to bring the Red Cross to the Library to teach babysitting classes.
- A large tour for 7th and 8th graders took place during History Week.

Technology:

- Our service provider has agreed to replace the faulty hardware.

D. Building and Grounds

- The cupola is done! The scaffolding removal has been dependent upon the weather.
- The Building and Grounds committee will meet to discuss the work to be done on the terrace.

Grants, Scholarships, Awards

- Nic and Jessica have submitted the Tri-County Arts Council Grant for 2020.
- Ken received an Outreach Mini-Grant from the Services Advisory Council for \$500 to conduct the Senior Citizen tech classes.
- Nic won a full scholarship to the 2019 NYLA Conference.

Personnel

- Nic and Jessica are interviewing candidates to replace Jason Marsden in the auditorium. Gary Havens has been hired to work with Pete Mangels.
- Trustee T. Reuning made a motion to increase Kate Miller's position by 10 hrs/wk to accommodate supervision of the new study space and outreach. Trustee Peavey seconded the motion. Motion carried.
- Motion by Trustee Peavey and seconded by Trustee Hennessy to approve a 0-4% raise scale. Motion carried.

Budget

- Motion by Trustee Hennessy and seconded by Trustee N. Reuning to leave tax cap as is, no override. Motion carried.
- Motion by Trustee Peavey and seconded by Trustee Hennessy to stop endowment transfers until next year. Motion carried.

Friends Report:
None

Old Business:
None

New Business:
None

Adjournment:

Motion by President Comstock, seconded by Trustee Hennessy to adjourn the meeting at 8:50am. Motion carried.

Respectfully submitted,
Anne Sobeck
Secretary