

Sherrill-Kenwood Free Library

Board of Trustees Minutes

January 17, 2023

Call Meeting to Order / Roll Call / Acceptance of Agenda

Called to order at 5:03 pm

- Board Members Present:
 - Board Members: Lauren MacDonald- President, Daryk Macrina- Vice President, Tracy Chieco- Treasurer, Rachel Sayles- Secretary; Cathi Brewer, Katie Falkenmeyer, Mary Lou Sayles, Jolene Vanderhoof
 - Library Director: Bill Loveland
 - Friends of the Library President: Nancy Carroll
- Move to Accept Agenda - accepted by Lauren, second by Mary Lou

Review and Approval of Meeting Minutes

- Discussion
- Motion to accept December Minutes - motion by Katie, second by Tracy Chieco

Public Comment

- No public comment

Friends of the Library Report

- Friends of the Library update from Nancy Carroll-
 - Reached out to Ken Brewer about Library book box in Verona, and other directors/town presidents to help with literacy project in Verona/Vernon
 - Looking into purchasing a video camera for live streaming, video projects, etc.

Treasurer's Report

- Discussion - Discussed next month will be in new format by new accounting company hired
 - Memorial grants discussion
- Motion to approve December - Motion made by Mary Lou and second by Cathi

Committee Reports

- Construction Committee:
 - Updates on Construction Grant projects.
 - All LED ceiling lights installed, downstairs renovation project completed, roof completed, windows measured and paid for hope to be in by Spring 2023, gutters installed spring/summer
 - Grant will cover approximately 70% of costs, all necessary repairs
 - Steve Moolin- former board president of Finger Lakes Library System and architect agreed to

- help with building walk through for assessment of other necessary construction
 - Goal- build a 5 year plan to decide construction for grant funds, analyze and vet before begin to full board
 - Possibly add committee for buildings and grounds, meet quarterly
- Policy Committee:
 - First reading of Patron Complaints and Problematic Patrons
 - Discussed, A few edits for grammar and semantics
 - First reading of Unattended Child Policy
 - Discussed, Edit for semantics
 - First reading of Patron Code of Conduct
 - Discussed, Edit for semantics
 - First reading of Disclosure of User Services Policy
 - Discussed
- Nomination Committee:
 - Discussed future ideas and potential board members

Director's Report

- Director's Report
 - Discussed
 - Look ahead "things"- opening at 10am for consistency, moving to being open 45 hours per week
 - Posting for new job- hiring new clerk (evenings and weekends)
 - Adult and kids programs offers for services (e.g. wellness, reading of novel, book club)

Unfinished Business

- Meeting Dates for 2023
 - February meeting date moved- Monday, February 13th at 5pm
 - Professional Development Session-March 21st
 - April 18th, May 16th, June 20th, August 1st, Sept 19th, October 17th, December 5th

New Business

- Board of Trustees Conflict of Interest Forms and Sexual Harassment
 - Discussed

Executive Session

- Executive session not needed

Discussion of VVS Outreach Plan of Service

Adjournment

- Motion to adjourn made by Mary Lou, Seconded by Tracy
- Adjourned at 6:14pm