

William H. Bush Memorial Library
Board of Trustees
March 28, 2018

President Susan McArdle called the monthly meeting to order at 7:02 p.m.

Members Present: Susan McArdle, Nelson Schwartzentruber, John Domagala, and Cheryl Kelly.

Members Excused: Amy Beyer, Michelle Jones and Daniel Jantzi.

Library Staff Present: Brandie Rogers.

The agenda was approved with a motion made by Nelson, seconded by Cheryl.

Librarian's Report: See the attached notes. Brandie shared information and discussion was held regarding the Adirondack Experience Library membership program. A motion to subscribe to a membership to the Adirondack Experience Library for \$75.00 was made by Nelson, seconded by John. Motion carried.

Lynette Lundy would like to offer art classes; information regarding her classes is included in the Librarian's Report. As a board, it was decided that we would be happy to offer the use of our meeting room to Lynette, per our Meeting Room Policy, for her use to provide art classes. Library staff will contact her regarding this.

Secretary's Report: Nelson moved to approve the minutes of the February 28, 2018 meeting as written, seconded by John. Carried.

Old Business: The sidewalk line will be addressed by Dan later this Spring. Regarding the property lines, Sue will research the deed to the property.

The estimate received from Hilsinger Woodworking and Design for the custom-built cabinetry for the printer/copier/fax area and for the new outside display box was reviewed and discussed. A motion was made by Nelson, seconded by John to accept the estimate and move forward with the project. Motion carried.

Nelson has contacted Scott Watkins regarding a quote for furnace replacement and is waiting to hear from him.

Employees have signed the Conflict of Interest Statement as required.

Sue reported on the Tech Help Hour. She will again check with Brandon Roggie to determine his interest in providing this service to our patrons. If Brandon is not available, Lake Effect Tech will be contacted for interest.

Sue Adsit has taken photos of all of the items of clothing in the museum and has a written description of each. Library staff will now order the boxes and packing material needed to preserve these items.

Library staff has contacted others in the community regarding interest in the Re-Creation USA Program and they have received no responses from their contacts.

Two new staff computers have been ordered.

New Business: No new workshops to report. Sue shared correspondence and information regarding Lewis County Funding.

Job descriptions were written for the following committees:

Refreshment Committee

Publicity Committee

Next meeting: April 18, 2018 at 7:00 p.m.

A motion to adjourn at 7:58 was made by Nelson, seconded by John.

Respectfully Submitted,

Cheryl L. Kelly, Secretary