

Minutes of the Meeting of the Board of Trustees
Eastern Monroe Public Library

The regular scheduled monthly meeting of the Board of Trustees of the Eastern Monroe Public Library was held on July 16, 2019 at the Hughes Library.

Present: Ann Super, Jan Selving, Dawn Migliacci, Tim Hegarty, Katherine Neville, Maria Candalaria, Charles Green, Sharon Laverdure

Absent: Seamus McGraw

Staff in attendance: Sue Lyons, Rose Hewitt

Public Comment: None

The meeting was called to order at 8:34 A.M. by Board President Ann Super.

T Hegarty/ C. Green moved to accept the minutes of the June 18, 2019 meeting, with the following corrections; A breakdown of the funding for the new Middle Smithfield Library was missing from the board packet and will be sent out. The motion to adopt the minutes as amended passed unanimously

Presidents Report: None.

Treasurer's Report – T. Hegarty noted that income is in line with budget expectations year to date. There was a discussion on trying to increase funds from the county correctional facility for next years income.

K. Neville/C. Green moved to approve the bills as presented and carried.
The motion was carried unanimously.

Committee Reports:

Buildings and Equipment – It was noted that there have been no issues at PTL and also cleaning service costs will be the same at the new Library. Issues needing to be address at main library are the stairway carpeting, front curb area, masonry by the front doors, and security camera installation and upgrades. It has been determined that the roof at the main library is in decent shape and should last a few more years. It has been decided that the first priority is the curbing issues. The staff areas, which need to be updated, are the upstairs break area, carpeting should be replaced with durable flooring, and the lighting issues need to be addressed. There was also a discussion on the possibility of obtaining a grant to enclose an area for teen use. There is also a need to purchase an electronic bulletin board for the entrance.

Fundraising: D. Migliacci, head of the fundraising committee, announced that there will be a Fundraising Committee meeting on July 29th at 7 pm.

There is also an upcoming fundraiser on Friday August 2nd from 5 pm to 8 pm. Mocktails and Hors d oeuvres pallet painting fundraiser. 5-6 pm will be the social hour with Hors d oeuvres (cheese tray, fruit tray and crudites) generously provided by Stroudsmoor Country Inn. Mocktails will be mixed up by Corey Scott (Smithfield Branch employee) ingredients provided by local markets and Dessert Munchkins provided by Dunkin Donuts. 6 pm to 8 pm is the pallet painting.

Publicity & Community Relations – There has been news coverage for the new Middle Smithfield Library. We are awaiting news for the ground breaking ceremony.

Policy and Operation –None

Personnel – None

Strategic Planning –No report

Ad Hoc Committees:

Director’s Report – *A full copy had been distributed by email previous to the meeting.* S. Lyons noted that the library wifi has been updated with the donated money from the Friends.

Youth Report: *A full copy of the report was distributed by email previous to the meeting.*

Old Business – None

New Business – None

The meeting was adjourned at 9:34 am on a motion by J. Selving/T.Hegarty which passed unanimously.

Respectfully Submitted,

**Rose Hewitt
Administrative Mgr.**