

Galway Public Library Board Meeting

April 18, 2018

Present: Arlene Rhodes, President of Board: Fred Baily, Judy Knowlton, Mary Lynn Kopper, Director Deb Flint

Absent: Jane Behrens, Donna Erickson, Kayla Dodds.

Meeting opened at 6:33 by President Rhodes

Public Comment : None

Minutes of Prior Meetings: Motion made by Judy Knowlton, seconded by Fred Baily, to approve the minutes of the 3/21 2018 meeting .Vote: Yes - 4. No – 0. Motion carried.

Motion made by Fred and seconded by Judy to approve the minutes of the 4/4-meeting.

Vote: Yes – 4, No – 0. Motion carried.

The minutes of the 3-28- 18 meeting are not currently available, will be voted upon at the next meeting.

Treasurer's report: Budget vs. Actual and Financial Reports

Approval of Bill Payments, Receipts Log, Petty Cash Log

Motion by Judy Knowlton, seconded by Fred Baily , to approve Receipts Log and payment of bills as shown on the general fund checking, operating grant checking and petty cash registers as listed below:

VOTE: Yes - 4, No - 0. Motion carried.

- BSNB general fund checking , 4/8/2018 - 4/09/18
- BSNB general fund checking, 04/16/2018 - 04/20/2018
- BSNB general fund checking, 04/21/2018 – 04/21/ 2018
- BSNB operating grant checking, 1/1/18 – 4/8/18 and 4/16/18 – 4/16/18
- Petty Cash, 3 /01/ 2018- 3/31/2018
- Receipts Log of 4/16/2018

Director's Report

Correspondence : None

Standing Committees:

- **Buildings and Grounds:** Clarification of Date and Time of Garden Club 6th Grader Town Project, Date: **MAY 22, 2018 Time: from 9:15 to 11:15 AM.**
- **Financial Report.**
- **Personnel:**
- **Long – Range- Plan:**
- **Public Relations**

Ad-Hoc Committees:

New Building:

Fred Baily and Director Deb Flint attended the Pre-bid meeting for contractors held at Galway Town Hall April 16. Library Attorney Bob Schofield has reported that library bond monies will be released soon; the library should receive the money before the end of May.

Grant Committee:

Director Flint shared information about the FCC/e-rate program. SALS recommends we not apply.

Unfinished Business:

Fund Development Letter and Brochure

The brochures should be ready by Monday or Tuesday next week. Volunteers and staff will collate the printed materials and stuff the envelopes. Hoping to get the mailing out by April 27.

Visit to Charlton Town Board

Arlene and Mary Lynn attended the Charlton Town Board Meeting on April 9 and provided an update on the new building project and library programs. Representatives from the Town of Ballston Library were also present, evidently providing a monthly report to the Charlton Town Board. Although there does not seem a need for our library to report monthly, more regular communication about activities and events would be a good idea.

New Business

Groundbreaking Ceremony

Director Flint recommends the event be held on June 30, beginning at 1 pm.

Story Quilt Committee Recommendation on Playful Clay Program

Motion by Judy and second by Mary Lynn to approve the Story Quilt Fund application of Jim Best for the Playful Clay Project, a six-week series during the summer, at a cost of \$1,500, using Story Quilt Project Funds. Vote: Yes – 4, No – 0. Motion carried.

SALS Annual Meeting

Deb reminded us that SALS will cover the cost of the meal for one trustee. She recommended that either Jane or Kayla, as first-time trustees, take advantage of this opportunity. Arlene encouraged all trustees to attend the meeting on May 21.

New Library Signage

Discussion and review of options for the placement of a roadside sign on East St. for the new library. Decisions will need to be made on how to recognize the Dockstaders and whether to post events on the sign board.

No Public Comment.

Adjournment

Motion made by Judy Knowlton , 2nd by Fred Baily to adjourn at 9:14 pm. Vote : Yes 4. No: 0
Motion Carried.

Respectfully Submitted,
Mary Lynn Kopper, Secretary pro-tem.