

Diver Library
February 3, 2014
Minutes

Members Present: Teresa Beamish, Marilou Pudiak-Town, Angela Ross-Hixson, David Smith, Jessica Lewis-Stevens, Eric Tully
Absent / Excused: Liz Baker, Diane Smith

Secretary's Report: Moved, seconded and **approved** as printed and circulated. Angela / Teresa

Treasurer's Report: Moved, seconded and **approved** as printed and circulated. Teresa / David

Director's Report: January circulation statistics, programming and attendance.
-Placemats were printed and delivered to Schag-A-Vale Restaurant.
-New library brochures are pending to have available as hand-outs at the school for vacation activities (activities planned for every day through school recess), in the library, and online.
-Jessica found and submitted an application for a "WGY" grant.

Committee Reports: Building/Grounds – No report or activity.
-Grant/Building Work Updates: Grant proposal to be completed by Jessica is due mid-February. All present agreed to pay the \$1000 deposit requested by the insulating contractor to lock in the estimate(s) given. Work scheduled to begin after July 1, 2014. The attic will need to be empty.

Business: Angela informed Jessica and the Board of the school's "Garden Grant" which might tie in a little funding for related activities.
-Angela and Marilou attending UHLS Trustee CORE training in which openness and ethics were emphasized. It was recommended that Library bylaws and regular business be readily available to the public and that we send an annual report, highlighting grants and awards, to all our revenue sources, including Rensselaer County. It was also recommended that we review our mission statement and bylaws regularly. David is to receive and collate mission statement ideas.
-As per Eric's recommendation, Jessica to submit a blurb to M&T Bank touting what the library provides the community.

Other/Additions: All present agreed we should be paying for Jessica's ALA (American Library Association) membership. Jessica will find out how much it costs for the Library membership.
-Director evaluations are to be sent to Marilou by February 12th.
-Tim Burke reports "Library Advocacy Day" is February 26th.

Public Comment: N/A

Next Meeting: March 3, 2014 @ 6:00 pm.