

LOWVILLE FREE LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
APRIL 9, 2019

- **PUBLIC FORUM:** None
- **CALL TO ORDER:** 6:05 pm. **PRESENT:** Karen Oldroyd, Meghan Harney, Jesica Nichols, Katie Zehr, Bill Waite, Shannon Schrag, Danielle Munn, Sharon Sears, David Fraser. **GUESTS:** Angela Arthur, Jamie Haggett.
- **ADOPTION OF AGENDA:** Scratch review policies. Danielle moved, Bill 2nd, **MOTION APPROVED.**
- **PRIOR MEETING MINUTES:** Jesica moved, Katie 2nd, **MOTION APPROVED.**
- **CORRESPONDENCE:** None
- **TREASURER'S REPORT:** Jescia moved, Danielle 2nd, **MOTION APPROVED.**
- **DIRECTOR'S REPORT:** Programs will be planned for School Spring break. Progress is being made for Anna Tabolt Children's Room hoping for a June Open House date.
- **COMMITTEE REPORTS:**
 - Nominations: Katie Zehr moves to nominate Angela Arthur to finish Sue Rubenzahl's term 2018 to 2021. Shannon 2nd, **MOTION APPROVED.** Bill Waite moves to nominate Jamie Haggett to start her first term 2019-2022. Katie 2nd, **MOTION APPROVED.**
 - Building and Grounds
 - Generator was running further investigating needed.
 - Cameras: Met with Lake Effect Tech. Josh gave a through quote for installation of cameras inside and outside and gave us a bid. A motion was presented to spend \$999.96 on installation of security cameras inside and outside of the building installed by Lake Effect Tech. Bill moved, Danielle 2nd, **MOTION APPROVED.** Meghan will contact and get the ball rolling.
 - Windows: Installed when weather warms.
 - Restrooms: Plummer contacted. David will install new handles and locks for doors over Spring Break.
 - Fundraising
 - Garden Tour: Jesica has six gardeners! Plans progressing. Raffle Baskets ideas, Flower quilt donation, Garden bench donation, garden themed door prizes.
 - Yard Sale: Shannon and Sharon have code for Karen's house where inventory is stored.
 - Golf Tournament research for 2020. Other ideas, Casino Night, Murder Mystery, Movie Night on Books, Vinyl Listening Party, Bus Tour, Memorial Legacy, Donation Letter Campaign, Used Book sale, Themed Basket Raffle, Renting space for Cream Cheese festival.
- **UNFINISHED BUSINESS:**
 - Funding:
 - 2019 School Ballot letter to be drafted then published.
 - Possible Used Book Sale on May 3 -4. Meghan looking at dates.
- **NEW BUSINESS:**

- Finance Committee: Internal Audit. Wednesday May 29,2019 at 6pm. Held at Treasurer's house Sharon Sears.
- **NEXT MEETING:**
 - Tuesday **May 14, 2019, 6pm.** in the Conference Room at Lowville Free Library.
- **ADJOURNMENT:** 8:02pm. Shannon moved, Katie 2nd, **MOTION APPROVED.**
- **DRAFT:** (4/13/2019) to be submitted for approval **May 14, 2019** at the Board meeting.