

Ellington Farman Library Board Meeting Minutes

For June 27, 2022

Present: B. Rickard, B. Speas, D. Young, M.J. Griffith, A. Hitchcock,
D. Storey, C. Wragge, J. Whittaker

Excused: M. Schreiner

| Agenda | Discussion/Decision | Status |
|---------------------------|--|---------------|
| Call to Order | Called to order by B. Rickard at 7:05 pm. | |
| Guests | None. | |
| Secretary's Report | Minutes previously distributed by email Motion to approve report as submitted: C. Wragge; 2 nd : B. Speas. | Approved. |
| Treasurer's Report | Previously distributed by email. Reviewed in detail. GiveBigCHQ donations = \$2156.67 which will go to our Endowment Fund. Folder of bills received and paid and most recent bank statements available for Trustee review. Motion by A. Hitchcock to approve report as submitted; 2 nd : D. Storey. | Approved. |
| Library Director's Report | Previously distributed by email. Two hours of Trustee Training will be required next year by CCLS, in addition to the mandatory Sexual Harassment Training. More information to be sent. CCLS will also send a template for Collection Development policies to deal with potential problems that might arise within current national political issues. Motion by B. Speas to approve report as submitted. 2 nd : A. Hitchcock. | Approved. |
| Budget & Finance | Quarterly Report has been sent to Town Board. | |
| Building | Library Water Follow-up: Unable to complete sanitizing procedure because of low water supply. New procedure (Super Charge chlorinator) proposed by Jones Well Drilling. New well cap and wiring needed. A. Hitchcock volunteered to arrange with Jones for repairs. B. Rickard volunteered to assist with new water testing procedure. Generator Follow-up: Waiting for second estimate. Air Conditioning Service Report: Completed at cost of \$139. Garage Demolition: Completed. New clock has been installed in back room. | |
| By-laws | No action required this month. | |

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| Fundraising | Planning to meet following tonight's Board Meeting. Next Fundraiser: Pie Booth at Town Picnic, August 5 & 6. Trustees encouraged to consider potential pie donors. Plans will be finalized at next meeting. | |
| Library Grants | No new action to report this month. | |
| Nominating | Board Vacancies Progress Report: Committee has met and formulated a new recruitment plan which is in progress. Some recruitment ideas to be implemented during Town Picnic. | |
| Ad Hoc Personnel | No issues to report. | |
| Sustainable Revenue | Team formation in progress. | |
| Old Business | Expecting resignation letter from M. Schreiner who is moving out of area. Will elect new Vice-President after resignation has been accepted. Strategic Plan: Trustees reminded to review plan for status and required action on goals due for completion soon. | |
| New Business | LICTUS Contract: Following brief discussion of changing propane source to lower priced company, motion by M.J. Griffith to remain with LICTUS and pre-buy \$3,800 for the coming season; 2 nd by A. Hitchcock. | Approved. |
| Adjournment | Motion to adjourn: B. Speas; 2 nd : C. Wragge. Adjourned at 8:00 pm. | |

Respectfully submitted,
Delores E. Young, Secretary