

# Ellington Farman Library Board Meeting Minutes For September 26, 2022

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

<b>Agenda</b>	<b>Discussion/Decision</b>	<b>Status</b>
Call to Order	Called to order by B. Rickard at 7:00 pm.	
Guests	None	
Secretary's Report	Minutes previously distributed by email. Motion to approve report as submitted: A. Hitchcock; 2 <sup>nd</sup> : B. Speas.	Approved.
Treasurer's Report	Previously distributed by email. Reviewed in detail. August and September folders of bills received and paid and most recent bank statements available for Trustee review. Motion by C. Wragge to approve report as submitted; 2 <sup>nd</sup> : D. Storey.	Approved.
Library Director's Report	Previously distributed by email. Training required regarding sexual harassment is due for completion by all Trustees in October. Do online and submit completion form to Director. CCLS Annual Meeting October 12: B. Rickard and D. Storey plan to attend. All other Trustees encouraged to attend the Ellington Town Board Meeting on same date to represent the library for our yearly report and budget request. Motion by B. Speas to approve report as updated. 2 <sup>nd</sup> : A. Hitchcock.	Approved.
Budget & Finance	Budget Worksheet for 2023 and Profit & Loss Budget Overview have been sent to Town Board. Estimated costs up by \$4698 due to mandatory wage increases and higher prices for library utilities and materials, including books. Plan for reports to be delivered individually by Trustees to Town Board members prior to Town Board Meeting October 12.	
Building	Generator Follow-up: Estimate received from Ahlstrom-Schaffer Electric. Committee will meet to consider estimates. Library Flooring: Committee will meet to review options and make recommendations to Board. Annual Furnace Service due. C. Wragge will follow-up.	
By-laws	No action required this month.	
Fundraising	Chicken BBQ Report: Profit of \$1273.64. Ellington Fire Dept. donated the charcoal and BBQ sauce. D. Young will send "Thank you" letter.	

Fundraising (continued)	<p>Shopping Day- October 8: Plans progressing. All available Trustees have volunteered dessert donations and/or help on date of event.</p> <p>Election Day Dinner - November 8: Turkey, gravy, &amp; mashed potatoes to be done by 3C's. Trustees will provide corn and desserts. Consensus on cost decision at \$15 for adults, \$6 for children's portion. Finalize details next meeting.</p> <p>Sip &amp; Paint - November 10: Capacity set at 25 participants. A. Hitchcock volunteered to finalize arrangements.</p>	
Library Grants	No new action to report this month.	
Nominating	Board Vacancies Progress Report: No new action to report. Three vacant Trustee seats remain.	
Ad Hoc Personnel	No issues to report.	
Sustainable Revenue	No action to report this month.	
Old Business	None.	
New Business	October Meeting Date: Changed to fourth Monday - October 23 because of Halloween on last Monday of October this year.	
Adjournment	Motion to adjourn: B. Speas; 2 <sup>nd</sup> : S. Cala. Adjourned at 8:15 pm.	Approved.

Respectfully submitted,  
Delores E. Young, Secretary