

**Alden Ewell Free Library
Minutes – Board of Trustees
December 6, 2017**

President Susan Sabers-Chapman opened the regular bi-monthly meeting of the Board of Trustees of the Alden Ewell Free Library at 7:45 PM on December 6, 2017 at the GDI Countryside Inn. Present: Trustees William Chapman, Joy Insinna, and Carol Dubel, and Library Manager Rebecca Moe.

Agenda approved (W. Chapman, J. Insinna)

Minutes of the Regular (10/2/17) meeting were approved (J. Insinna, W. Chapman)

Financial Report:

Treasurer Joy Insinna presented a report showing the library's current account balances. The report was received and filed for audit (W. Chapman, C. Dubel).

Library Manager's Report:

Manager Rebecca Moe reported on Fall programming – during September, October and November there were 19 different programs with attendance totaling 118 - and the continuing progress on the Teen Area. She also disclosed that, for September and October, both patron count and circulation were down, while computer usage was up; November figures have not yet been finalized. Ms. Moe attended four Managers' meetings, and revealed that \$350 has been received to date in memory of Salvatore Sardella.

Association Report:

None

Communications:

An insurance update was received. President Chapman will contact our agent for clarification.

Unfinished Business:

President Susan Sabers Chapman will check with the Alden State Bank for guidance on the best investment options for our CD's that will be coming due in February. Moved by J. Insinna, seconded by W. Chapman, that we follow the advice of C. Pautler at the bank regarding reinvestment of these funds. The Association Membership List was again reviewed; after discussion, the board agreed that the names of non-respondents will be deleted, as explained in the survey (W. Chapman, J. Insinna). Any future requests for reinstatement will be granted. Through the efforts of Trustee Lords-Quinn, candy bars are now being sold as fundraisers at the library, and results will be evaluated as time goes on.

New Business:

The response to the Sardella family's request for donations to the Library in lieu of flowers has resulted in a total of \$350 (less PayPal processing fees). The Board expressed appreciation, and agreed that books will be purchased with these funds. Labels noting the donation "*In Memory of Salvatore Sardella*" will be affixed to each volume. A donation of a subscription to "BIRDS & BLOOMS" magazine was received from the Alden Garden Club. The Board went into Executive Session to discuss the matter of Christmas bonuses; motioned by W. Chapman, seconded by C. Dubel, to approve these awards in appreciation of our staff's good service and dedication to the library over the past year.

Next Regular Meeting: Monday, February 5, 2018 at 7:00 PM.

Adjournment: Meeting was adjourned at 8:24 PM (W. Chapman, C. Dubel)

Respectfully submitted,

Carol C. Dubel, Secretary