

Alden Ewell Free Library
Minutes—Board of Trustees (Draft)
December 10, 2018

President Susan Sabers-Chapman called the meeting to order at 7:39 pm. Present: President Susan Sabers Chapman, Vice President William Chapman, Secretary Tanya Lords-Quinn, Treasurer Joy Insinna, Trustee Carol Dubel, and Library Manager Rebecca Moe.

Agenda approved (W. Chapman, J. Insinna)

October 15, 2018 meeting minutes approved (J. Insinna, W. Chapman)

November 19, 2018 special meeting minutes approved (W. Chapman, J. Insinna)

Financial Report:

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

Library Manager's Report:

Library Manager Rebecca Moe reported on the library's October and November's statistics. Patron count and computer usage increased for both months. Circulation was up for October but down slightly in November. The library held 18 programs with a total of 84 attendees. Mrs. Moe attended two meetings and five training sessions, and reported a \$25 donation from Association member Joan Gadd.

Association Report:

No report given.

Communication:

Received letter from Alden Hook and Ladder Fire Department, asking for a donation for their annual fund drive. The Board of Trustees declined request.

Request for meeting room received from AXA Advisors. Request was denied because of AXA's for-profit status. (J. Insinna, C. Dubel)

\$3000 donation received from the Cotton Charitable Trust; Mrs. Moe will write a thank you note on behalf of the Library.

Unfinished Business:

No progress has been made on the Eagle Scout book room project; we are waiting to hear back from Scout Eddie Williams on its status. Due to the February book sale, the project will likely not begin until March.

The Board unanimously decided to move forward with re-chartering the library's service area as discussed in the November special meeting. The resolution will be put before the Association for a vote at their next meeting, which the Board has scheduled for Monday, March 4, 2019 at 7 PM with a Board meeting to follow. In the meantime, President Sabers Chapman plans to send a letter to the Town Supervisor and Vice President Chapman will speak to the Village Mayor regarding our re-chartering plans. (W. Chapman, J. Insinna)

Vice President Chapman reported that according to an estimate from Suburban Lock and Key, a new crash bar for the rear entrance will cost about \$750. Cost was approved. (S. Sabers Chapman, J. Insinna)

President Sabers Chapman received information from Jeannine Doyle at the Central Library regarding the Library's Officer/Director insurance coverage and passed it along to Jennifer Urbanski at Elwood Jordans, who will check to see if we are receiving double coverage.

The Alden Garden Club has agreed to provide the Library with new annual plantings starting in spring 2019.

New Business:

President Sabers Chapman announced that Association Member Renee Nelson has agreed to take Carol Dubel's Trustee position on the Board starting in 2019.

A bid from Neth & Son, Inc. to repair the recent roof leak was discussed. A total cost of \$350 to repair the five holes was approved; manager Dennis Neth said that repairs could be made later in the week and billed to the Library.

2018 Christmas bonuses for employees were discussed and approved. (W. Chapman, C. Dubel)

The Board wishes to extend their sincere thanks to Carol Dubel, who is retiring from her Board position to move to Florida with her husband. Her smile, expertise, and enthusiasm will be missed by all.

Next regular meeting: Monday, March 4, 2019 following the 7 PM Association meeting

Meeting adjourned at 8:37PM (J. Insinna, W. Chapman)

Minutes respectfully submitted by Tanya Lords-Quinn, Secretary.