

Ewell Free Library Board of Trustees meeting  
June 17, 2019

Meeting called to order by President Susan Sabers Chapman at 7:06 PM. Present: Guest Ken Stone (CFO of BECPL), President Susan Sabers Chapman, Vice President William Chapman, Secretary Tanya Lords-Quinn, Treasurer Joy Insinna, Trustee Renee Nelson, and Library Manager Rebecca Moe.

Agenda approved. (W. Chapman/J. Insinna)

Ken Stone spoke to the Board about NYS Library Construction Aid program, which the Board is considering applying to for assistance with needed roof repairs and the addition of automatic door opener for the handicapped entrance. Mr. Stone explained the procedure and advised the Board on the next steps that should be taken.

April 15, 2019 minutes approved. (J. Insinna/W. Chapman)

Financial report was presented by Treasurer Insinna. Approved. (W. Chapman/R. Nelson)

Library Manager's report presented by Rebecca Moe.

Association Report: None

Communication: A letter was received dated June 4 from the NYSED indicating the department's approval of re-charter application. A letter must now be sent by the Board to BECPL Director Mary Jean Jakubowski notifying her of the charter change and requesting that the Library Manager position be changed to a Librarian I. President Sabers Chapman will also notify the Town and Village of Alden of the charter change and thank them for their support. President Sabers Chapman recently sent the Alden Garden Club a thank you note for the lovely plants they added to the Library's landscaping.

Unfinished Business: No news yet on the building's insurance. Resurfacing the roof was further discussed, as was the possibility of replacing the front desk with one that would be ADA compliant. A second re-carpeting estimate is scheduled for later in the week. Plans were further discussed for the Association's selling water during the Alden/Marilla Car Show on July 28.

New Business: On May 5, the Board approved via email a \$1000 book budget for Ms. Moe to purchase new books for the Library. Association members Carrie Sabers and Natalie and Anthony Graziano have been cleaning and reorganizing the book sale room, and Ms. Sabers offered to hold a used book sale on July 28 during the car show. Approved. (J. Insinna/W. Chapman) A motion was made that future book sale monies go into the Library's book budget. Approved. (W. Chapman/J. Insinna) President Sabers Chapman and Vice President Chapman noted that the wood posts on the sign in front of the Library appear to be rotting. The Board will consider possible repairs in the future. A Petty Cash Policy for the Library for 2019-2023 was reviewed and approved by the Board. (W. Chapman/J. Insinna) A Claims Auditor Policy for 2019-2023 was reviewed and approved. (R. Nelson/W. Chapman) A Library Meeting Room Policy for 2019-2023 was also reviewed and approved. (J. Insinna/R. Nelson)

Next meeting will be held August 5, 2019 at 7PM.

Meeting Adjourned at 9:06 PM. (T. Lords-Quinn/W. Chapman)