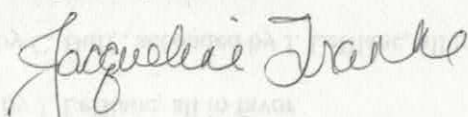


**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, JULY 15th, 2019**

- I. The meeting was called to order by President Virginia Tyson at 7:05pm. Also present were: Jacques LeBlanc, Christine Buff, Colleen Hogan, Marcie Litjens, Bob Chesnut, Jacqueline Franke. Absent was Deborah Cannarelli.
- II. Agenda was approved on a motion made by C. Hogan, seconded by J. LeBlanc, all in favor.
- III. Minutes of the July Reorganization meeting were approved on a motion made by C. Hogan, seconded by J. LeBlanc, all in favor.
- IV. Period of Public Expression – Keith Paul from Electric Bricks presented logo options. The Board agreed on a logo. The next phase of the project is to begin designing the website.
- V. Financial Report - June
- | | |
|--|---|
| A. Operating Account Warrant #1 | \$ 72,620.25 |
| B. Operating Account Warrant #1A | \$ 1,722.44 |
| C. Payroll Account Warrant #1B | \$139,173.21 |
| D. Capital Projects Fund Warrant #12-1 | \$ 2,114.42 (claims from last fiscal year) |
| E. Warrant #12-1 | \$ 21,751.33 (claims from last fiscal year) |
- were approved on a motion made by J. LeBlanc, seconded by C. Hogan, all in favor.
- VI. Reports.
- A. President's report: Nothing to report.
- B. Trustees' reports: None
- C. Director's report: Director Litjens reported the following: The new rooms are up. Mr. Chesnut installed a camera. Blinds are on order. The HVAC grills will be installed July 16, 2019. Two locks on the new doors were not functioning properly. This will be remedied. One of the new rooms was approved for passport use. This room will not be for public use. Passports are still going well. The Board was shown the flyer that is mailed to contract districts from SCLS. Correspondence from the attorney of Barbara Brown's estate was shared with the Board. Duck's tickets were offered to the Board members for Library day at Duck's stadium. The staff room needs a new kitchen cabinet. The summer reading club is going well. The format change has received a positive response. The teen reading club has similar numbers to last year. Circulation has seen a lot of people transferring to our library. The Friends of the Library would like to plant a tree in memory of Mrs. Donnelly. The Board discussed this idea and felt they would prefer to offer a scholarship in the Donnelly name instead.
- D. Additional reports: None
- VII. Old Business.
- A. Website Logo: Keith Paul will work on the website and, once complete, present options to the Board.
- B. Construction: The plans should be ready to submit in September 2019.
- VIII. Period of Public Expression - None
- IX. New Business.
- A. Motion by C. Hogan, seconded by C. Buff, to transfer \$150,000 from People's Checking to Payroll Account, all in favor.
- B. Motion by C. Hogan, seconded by C. Buff, to allow three (3) Librarians to attend NYLA, November 13-16, 2019, all in favor.
- C. Motion by C. Buff, seconded by C. Hogan, to allow Marisa Knoth, Librarian I (CS), to reduce hours from 20 to 6 effective May 21, 2019, all in favor.
- X. Date and time of the next regular meeting of the Trustees: Monday, August 19th, 2019 at 7:00pm.
- XI. There being no further business, tonight's meeting was adjourned at 7:50pm on a motion made by J. LeBlanc, seconded by C. Buff, all in favor.

Respectfully submitted,



Jacqueline Franke
Secretary to the Board