

Massena Public Library

Minutes of November 12, 2019 Board Meeting

Present: President Jack Bain, Vice President Joseph Savoca, Treasurer Linda McDonald and Patty Ryan

Director: Elaine Dunne-Thayer

The November 12th meeting was called to order by President Bain at 4:03.

- I. **Minutes of the October 8th Meeting:** After reading the minutes a motion was made by President Bain and seconded by Treasurer McDonald to accept the minutes as written.
Carried 4-0
- II. **Unfinished Business:**
 - A. **School District Library Plans:** Director Dunne-Thayer has scheduled a meeting with Town Supervisor O'Shaughnessy and School Superintendent Brady on November 18, 2019 at 4PM at the Town Hall. This meeting will address specifics about timelines for School Board and Public notifications in regard to MPL being placed on the May School District Ballot and becoming a School District Library. Questions also remain concerning building ownership and shared services agreements. The question of overlap for some Norfolk residents will also be considered.
Director Dunne-Thayer has scheduled informational meetings for November 20, 2019 at 2:00pm and November 21, 2019 at 7:00pm. These informationals are intended to give the public more details about the School District Library vote, and to answer questions that people may have regarding this issue.
 - B. **Budget & Employee Benefits:** The MPL's budget for next year was set by the Town Board at \$748,754.80. This amount includes \$30,000 from the MPL's fund balance, thus depleting the fund balance to \$4,000.
Brasher Falls Employee Lori Ramsdell was not awarded her sick time and vacation benefits for 2018/19. She will be awarded \$412.60 in vacation allotment and \$234.32 in sick leave allotment. Her employee benefits are now up to date for 2019/20. A motion was made by Vice-President Savoca and seconded by Treasurer McDonald to pay Mrs. Ramsdell as indicated.
 - C. **Construction Grants:** Director Dunne-Thayer reported that the Garden Project is closed; she expects a check for \$3,828 to cover those final expenses.
The Director also advised that the NCLS Grant application for kitchen and lighting updates has been approved. The projected cost of this work is \$282,000, at least 75% of which is covered by the grant. Director Dunne-Thayer plans to approach both Massena Electric and the North Country Community Foundation to help with remaining costs.
 - D. **Programs and Outreach:** Massena Public Library will host the annual MAKING SPIRITS BRIGHT Christmas tree celebration. Decorated trees will be submitted by participating local non-profits and will be judged in a number of categories. The event takes place in an Open House atmosphere.
The monthly newsletter includes information about the Library being a collection site for the Christmas Toy Drive Program sponsored annually by St. Vincent DePaul. Among the other programs cited are the author visit by Fran Yeardeley, basket making classes, teen & adult sewing projects, Geri-Fit strength training for seniors, and Saturday movies.

- E. Transfer of Funds:** A motion was made by President Bain and seconded by Treasurer McDonald to transfer \$2,476.24 from the Brasher Branch to MPL for salaries, operation and supplies. Carried 4-0
- F. Circulation Reports:** Visits to the MPL are up; circulation down slightly. Figures are the norm for October.
- G. Other Unfinished Business:** No other unfinished business was discussed.

III. New Business:

- A. Presentation of Bills for Payment:** Bills in the amount of \$563.51 for the Brasher Falls Branch and \$4,807.14 for MPL were presented for payment. A motion was made by Treasurer McDonald and seconded by Vice-President Savoca to pay the bills as presented. Carried 4-0
- B. Date of Next Board Meeting:** The next regular meeting of the MPL Board will be December 10, 2019 at 4 PM.
- C. Other New Business:** Director Dunne-Thayer has received information from Accessibility Solutions, Inc. concerning maintenance of the Library's elevator. She will investigate this further and report back to the Board.

IV. Adjournment: A motion was made at 5:08 by President Bain, seconded by Vice-President Savoca to adjourn the November 12, 2019 meeting of the MPL Board. Carried 4-0