

DRML Board of Trustees Minutes

May 19, 2016

7:00 PM

Present: Joann Osborne, Bev Frank, Ann Broekhuizen, Lauren Montgomery-Rinehart, Laura Wolf, Holly Hall, Bill McManis, Connell Gallagher, Ann Messier, Anne Exler

Call to order: Joann called the meeting to order at 7:00 PM

Trustee vote: Motion to accept Bill McManis (Jericho) and Connell Gallagher(Underhill) as DRML Board Trustees. Bev; Second: Ann M., discussion followed; Motion carried.

Welcome new Trustees: Joann welcomed Bill and Connie to the board; meeting included orientation information for them as noted in the minutes.

Comments from the public: none

Agenda adjustment: Committee readjustment; policy update; policy updates should be added to monthly agendas.

Secretary's Report: Motion to accept minutes with corrections: Bev; Second: Ann B.; Motion carried.

Director's Report: Good report with notable community participation in circulation, programs, and activities. No increase in the dental rates for next year; fund-raising letter successful in raising \$3970.00 in less than two weeks. Noted a number of new donors. Thank-you notes to be written.

Committee Reports:

- **Fund-raising:** Next meeting: June 15, 11:00 AM
Committee minutes change: Silent auction item for June will be day lilies from Cultivated Surroundings.
- **Friends:** Meeting May 25, 10:30 AM
Anne E. will represent DRML Board for this meeting.

Old Business

- **Parking Lot information:** May 12 meeting with the Jericho Planning Commission attended by Joann, Holly, Ann B, Lauren, and Ann M. Verbal agreement to accommodate the DRML's request to have a left-turn exit from the library. Approval for project is pending until required permits are received.
- **DRML and Jericho Library meeting:** Successful discussion of ways to cooperate to offer interesting and varied programs. Summer programming will utilize both libraries; in addition, the coordination of library hours set to accommodate community needs and interests. Yearly joint meetings will be scheduled.
- **Audit:** No information at this time. Laura will contact Jericho and Underhill Town Clerks and the Fire Dept. for information on beginning audit process, costs, etc.
- **Strategic Plan:** Need to find a consultant: attempt is ongoing to contact Lawrence Webster. Connie and Bill will assist in the process. Holly will e-mail the DRML Five Year Plan to them.

- **Trustee search: Members asked to submit names of possible candidates to fill Ann. B's term.**

New Business

- **Committee assignments: Committee chairperson needed for Fund-raising; committee duties and meeting times explained: Capital Improvement meets as needed; Fund-raising meets once each month; Technology meets once each year; Personnel, as needed; Friends, once each month.**
- **Policy: updates in progress; policies being put in electronic format.**
- **Public Library Trustee Ethics Statement: Statement discussed: Motion to accept the statement: Ann M.; Second: Lauren; Motion carried. Statements signed and dated by each trustee.**

Motion to adjourn: Ann B; Second: Bev; Motion carried

Meeting adjourned: 8:18 PM