

# Jordanville Public Library Board of Trustee Agenda

May 7, 2019 at 6:30

Present: Lisa Wilber, Garry Aney, Barbara Poore, Melinda Supp, Jackie Snyder, Tracey Hula

- I. CALL TO ORDER 6:33
- II. DIRECTOR'S REPORT
  - a. See Document provided by M. Supp
  - b. Thank you notes needed - M. Supp will take on responsibility
    - i. Joyce Toner
    - ii. Glen Armstrong and friends
    - iii. Town of Warren road crew
    - iv. Community Foundation grant for seed library program
    - v. Mike Bobak- memorial L. Lawrence - completed JS
  - c. PennySaver PR? - contact Bruce Watson - M. Supp will do this.
  - d. Pilcrow Foundation - awarded grant. Acceptance letter needs to be returned by May 17th. Funding for purchasing books. - M. Supp will submit letter and book list.
  - e. Adirondack Experience - see document with information - on hold until more information is received
    - i. MYLS negotiated several venues for the "pass"
    - ii. Per library pass, patrons receive discounts on tickets
    - iii. Garry mentions NARM as a possible option
- III. REVIEW AND APPROVE - April minutes
  - a. 1st LS      2nd TH    Approved
- IV. CORRESPONDENCE
  - a. Hummels - 25% everything in the store June 7th
- V. OLD BUSINESS-
  - A. Maintenance Position - Clerk of works, Civil Service Requirement, Lawn Maintenance - table until June
    - a. Recommendation "Grounds Keeper" title change from Snow Removal Attendant
      - i. Per diem position - Per lawn cut \$25 - Keeper's own lawnmower/gas
      - ii. Per hour suggested by MYLS

- iii. Next Meeting - review job description
  - b. AJs Lawn Service quote for lawn for \$988.32 - requesting all funds prior to beginning
  - c. Boss Landscape - quoted church and ballfield - perhaps a future service
- B. Community Foundation Grant
  - a. Form 990 was submitted - several years of documentation
- C. Mid York Trainings
- D. State Construction Grant
  - a. April 24th mandatory training Teresa, Melinda
- E. Insurance review - Tracy
  - a. Fire extinguishers - need updating
- F. Board Retreat need to set date
  - a. May?
  - b. Move to next month
- G. 100th Anniversary Roosevelt event with Saxalicious
  - a. Unable to locate contact info
  - b. Stewarts will donate ice cream
  - c. ODY music teacher will be informed of old music initiatives
- H. Technology Committee and Construction Committee
  - a. Hold to June or July

VII. NEW BUSINESS-

- A. Grants
  - a. New - Walmart? To help with costs of Saxalicious
- B. Glimmerglass Opera youth education program July 20th Sat
  - a. Go to the opera on Saturday, July 20th and view a musical and behind the scenes tour
  - b. RSVP June 6th
  - c. LW will forward information
- C. May 21st - the vote
  - 1. Lisa Wilber
  - 2. Barbara Poore
  - 3. George Mower

VII. VOUCHERS & TREASURER'S Report

- A. Vouchers reviewed and approved
  - a. Discussion re: personnel budget and timesheet documentation
- B. Account Summaries - review statements - January - April - handouts
  - a. Petty Cash \$232.17 (\$127 will be deposited)
  - b. Savings
  - c. Memorial Account
  - d. Bank of Utica

VIII. Set next meeting date

June 4th @ 6:30

IX. Adjourn 8:33

1st TH 2nd GA Approved - all in favor