

Jordanville Public Library
Board of Trustees Meeting
Secretary's Minutes
Sept. 3, 2019

- **Call to order** was at 6:36 by Lisa Wilber.
- **Special:** The Oath of Office was taken and signed by newly appointed Trustee Laurie Wrench at 6:37 P.M.
- George Mower made a motion to change the order of the Agenda which was seconded by Lisa Wilber.
- **The Director's Report** was presented by Melinda Supp, Library Manager. It was requested that more information regarding the replacing of Computers and Chromebooks be obtained and that comparison pricing between MYLS, Best Buy and Walmart be made for such replacements. This information is to be brought to the October first meeting at which time a decision will be made as to the purchases.
- **Minutes.** The motion to approve last month's minutes was made by George Mower and Seconded by Lisa Wilber.
- **Correspondence** from Josiah Palumbo (thank you note) and NYS Insurance Fund regarding pharmacy renewals and rate changes was read and reviewed.
- **Old Business:** Subscription to two newspapers should be pursued. The Utica Observer Dispatch and the Herkimer Telegram are suggested. Rates are to be obtained by Library Manager.

The NYS Construction Grant check has not arrived yet. A Construction Committee is to be assembled to oversee the renovations to be made. Thus far the members consist of Melinda Supp, Lisa Wilber and Glenn Armstrong. Other members of the community are to be asked to serve by the Library Manager and Trustees.

- **New Business:** Officer Election was held and the results are that Lisa Wilber will serve as President, George Mower will serve as Vice President, Garry Aney will serve as Treasurer and the seat of Secretary will remain empty but the duties will be carried out by Melinda Supp (minutes) and Lisa Wilbur (correspondence).

The Construction Committee will meet in September and draw up proposal sketches of the ADA renovation which they will present at the next meeting. Arrangements will be made to have the contractor from Upstate Unlimited and his engineer (if possible) present at the meeting to review the sketches and begin the official architectural drawings.

A Board Retreat is being planned for early October (possibly the 3rd).

