

# FAIRMOUNT COMMUNITY LIBRARY BOARD MEETING

Minutes July 17, 2019

## **Call to order**

- A meeting of the Fairmount Community Library Board of Trustees was held at the Fairmount Community Library. Attendees included Alison Chamberlain (Board member), Dick Mahan (Board member), Gary Ferner (Board member), Mike Ranieri (Board member), Pete O'Mara (Board member), Jeff Boyea (Vice President) and Patty Cherry (treasurer), John Rittell (Library Director) and Cheryl Robinson (Patron). Board members not present included: Jen Grant (President). The meeting was called to order at 7:06PM.

## **Public Expression**

- The grate in the bathroom needs replacing.
- The summer reading program is going well.

## **Reports**

### **Director's Report**

- John has approached Rep. Katko's office in an attempt to have Collin Ness, the eagle scout that replaced the flag at the library, recognized with a ceremony.
- Adult programs
  - Attendance is poor at adult programs.
  - Jeff suggested a billboard outside the library to advertise the adult programming.
- Kids programs
  - Summer reading program is doing well.
  - Kids programs have high attendance
  - The new Spanish storytime program has good attendance

### **Treasurer's Report**

- May had higher than normal operating expenses due to the 3 payroll periods.
- The budget is doing well, and we are on track.
- Discussion regarding capitalization policy.
- Discussion regarding 2018 990. The deadline was extended to September 17, 2019.
- DB&B does not want to put in a quote to do the audit.
- Gary will approach Sue Wilder to see if she is interested in putting in a quote for the audit, controls and 990s.

## **Follow up**

- Website proposal
  - John and Brenda Shea have a meeting with Mike Smith on July 27<sup>th</sup>.
  - The new website is still expected to roll out in the fall.
- Carpet Proposal

- Board members discussed and questioned the options for the carpet replacement.
- Discussion regarding whether the library could do more substantial remodeling work in an attempt to seek a grant.
  - Could the library initiate self checkout for books, and use this p
- Discussion regarding the cost of the carpet project, and what other repair/construction/improvement priorities are for the year.
- Board members discuss whether it's fiscally irresponsible to rush into the carpet project without first setting priorities for overall library improvements, so that we can attempt to seek grant money, and so that there aren't additional carpet replacement costs after such construction.
- Discussion regarding grant writing in general
  - If we were to seek grant funds, who would write the grant?
  - John suggested gathering Nancy Finney, Amanda from OCPL and Alison Chamberlain to discuss grant writing
    - The scope of projects discussed included: a remodel of the checkout area, a remodel of the director's office, a replacement of the carpeting, remodels to the bathroom, modifications to the computer room.
- Bathroom project
  - The bathroom will be painted and the vent will be replaced.
- Dehumidifiers
  - The basement needs several new dehumidifiers. John found several affordable options.
- Audit
  - A third quote for the audit was obtained.
  - Patty and Jeff will update prospects that we are holding off on the audit at this time, but expect to commence with the audit at a later date.

### **Election of Board Members**

- The following Board Members were elected as officers:
  - Jennifer Grant – President
  - Jeffery Boyea – Vice President
  - Patricia Cherry – Treasurer
  - Alison Chamberlain – Secretary

### **Action Items**

- John will check into grant opportunities for improvements to the library.
- Gary will speak to Sue Wilder.

### **Board Approval(s)**

- June meeting minutes approved unanimously.
- The bathroom will be painted and the vent will be replaced, approved unanimously.

## **Adjournment**

Meeting Adjourned at 7:44 PM for executive session

**Adjourned at 7:44 pm. The Next meeting is scheduled for August 21, 2019 at 7:00 pm.**