



BOARD OF DIRECTORS MEETING  
SEPTEMBER 20, 2016

Present: Pete O'Mara, Abby Klein, David D'Amrosio, John Rittell, Patty Cherry, Peter Thompson  
Excused: Mike Ranieri, Jeff Boyea

Approval of August 2016 Minutes – Add to the August Minutes Executive Session started at 6:30 PM, ended 7:10 PM

**Director's Report:**

**Facility**

- Installed, air conditioner, furnace and hot water heater.
- Potted plants added upstairs
- Met with contractors – during upgrades the library will need to be closed if work cannot be done on weekends. Some renovations may be postponed until early 2017. The upstairs bookcases are not stationary which means we will be removing some sections are transferring them to the children's section. This will give us additional seating spaces upstairs.
- "Outside Guys" have been hired to mow the lawn. "CNY Masonry" has been hired for plowing and shoveling snow.
- Newly donated shelving is being used to reconfigure the DVD room.

**Administration**

- Started staff evaluations. Observed Marybeth during Fall Themed Story Time.
- David will be attending the NYLA conference November 3- 5 2016.
- Stephanie Brainard will start in mid October as the Public Relations coordinator.
- Sorted and filed 60 years of library records.
- Scrapbooking newspaper clippings and photographs.
- Brought the 2017 budget to the Town of Camillus.
- Mailed the property tax letter (due March 2017).

**Patron Outreach**

- Working on the 60<sup>th</sup> Anniversary Committee with Stephanie. This is only a public relations opportunity and not a fund raiser.
- Established a social media policy.
- Working on the Annual Fund letter. Believe there will be 4-8000 letters for 13219 alone.
- We now have four book clubs in place. These have between six to nine members in each club.
- The community room is being used extensively with three new groups signing up.

- In observance of National Library Card Month we gave out with each new card a children's packet and a candy bar.

**Needs**

- Laptop for Stephanie – estimated cost \$500.
- To eliminate basement flooding we needed a cement slap poured. Cost \$1200.

**Financial Report** – reviewed and approved.

**New Business**

Motion by Patty Cherry, seconded by John Rittell we authorize \$1200 for CNY Masonry install a cement slap. **Passed**

Motion all social media be routed through Stephanie. Motion John Rittell, seconded by Peter Thompson **Passed**

Motion we authorize \$500 for a laptop computer for Stephanie. Motion Patty Cherry, seconded John Rittell **Passed**

Motion meeting dates changed to third Wednesday of the month. Motion Pete O'Mara, seconded Abby Klein. **Passed**

**Adjourned** 7:54 PM