

Minutes of the Massena Library Board Meeting – May 8, 2018

Present: Vice President Joseph Savoca, Treasurer Linda McDonald and Patty Ryan

Town Liaison: Melanie Cunningham

The May 8, 2018 of the MPL Board was called to order by Vice President Savoca at 4:05 PM

- I. **Minutes of April 10, 2018 Meeting:** After presenting and reading the minutes of the last meeting a motion to accept the minutes as written was made by Trustee McDonald and seconded by Trustee Ryan. Carried 3-0
- II. **Unfinished business:**
 - A. **Employee Issues:** Summer students, Natalie Hurlbut and Natalie Pesold, will begin work the week of May 14th, they will be paid \$11.00 per hour. Staffing needs will be met for most of the summer. Library-aide Teresa Grigg is expected to leave MPL in August. Staffing will be reviewed as needed.
 - B. **Programs:** Director Dunne-Thayer informed the Board that MPL will have a table at the TRIAD's upcoming event at the Community Center. Library staff will conduct a survey with the goal of determining how MPL can meet the needs of more seniors in the community. Items of interest will include use of I Phones, Computer Programs and use of the sewing center.
 - C. **Garden Update:** Director Dunne-Thayer, Trustee Ryan, and Matt Ayotte did a walk around with Frank Diagostino and Jeff Garlach to decide on placement of MPL's new sign, benches, trees, flower urns and in ground plantings. There was some discussion of more sidewalk and ramp work near the parking lot entrance. The issue of the enter and exit signs as well as the remarking of the parking lots were considered. These projects will be included in the Garden Grant.
 - D. **Personnel & Policy Manual:** Director Dunne-Thayer reported that there has been no movement on the chosen wording for the Needlecraft Lab Agreement. While that is awaited the Board will move forward with discussion of other items in the Manual.
 - E. **Transfer of Funds:** A motion was made by Trustee Ryan and seconded by Trustee McDonald to transfer \$2,038.03 from the Brasher Branch to the MPL for the purpose of paying salaries. Carried 3-0
 - F. **Circulation Reports:** It was noted that several areas were up, especially wireless usage. Both the Kids' and Teens' Makers Stations are well used.
 - G. **Other Unfinished Business:** Director Dunne-Thayer, the MPL Board and Liaisons continue to consider information about forming a Library District. Concerns include getting and sharing correct information; and how such a move would impact employees and the function of the library.
- III. **New Business:**
 - A. **Presentation of Bills for Payment:** Bills for the Brasher Branch in the amount of \$3,983.01 and for the MPL in the amount of \$13,959.44 were presented for payment. A motion was made by Trustee McDonald and seconded by Vice President Savoca to pay the bills as presented. Carried 3-0
 - B. **Date of Next Board Meeting:** The next meeting of the MPL Board will be on June 12th at 4:00.

- C. Other New Business:** Director Dunne-Thayer spoke of progress that the TRIAD group is making in planning a Community Garden. Reference was also made to upcoming grants related to energy work; especially in the areas of lighting and insulation of piping for heating and cooling.
- IV. Adjournment:** Vice President moved to adjourn the May 8 MPL Board meeting at 4:50PM. The motion was seconded by Trustee McDonald. Carried 3-0