

Minutes of the Massena Public Library Board of Trustees

November 13, 2018

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

Town Liaisons: Melanie Cunningham and Sam Carbone

Library Director: Elaine Dunne-Thayer

The Nov. 13, 2018 meeting of the MPL Board was called to order by Vice-President Savoca at 4:09 PM.

- I. **Minutes of the October Meeting:** After presenting and reading the minutes of the last meeting a motion was made by Trustee Ryan and seconded by Trustee McDonald to accept the minutes as presented. Carried 3-0
- II. **Unfinished Business:**
 - A. **Budget:** The budget as previously presented was passed by the Town Board in the amount of \$773,305.
 - B. **Patron Business Center Project:** No asbestos was found in the areas of the Business Center or Elevator. This project will be proceeding soon.
 - C. **Programs:** Director Dunne-Thayer reported that the program presented by Dr. Welch on Women's Suffrage was well attended. The plan is to present such programs which will encourage community participation and discussion on relevant topics. The Geri-Fit Program will begin on January 14th, and will include two 45 minute sessions a week for six weeks. Because this program includes a study the MPL will retain the course DVD's provided and be able to continue the program independently. Director Dunne-Thayer shared the letter being sent to local non-profit groups inviting them to participate in this annual MAKING SPIRITS BRIGHT-CHRISTMAS TREE CELEBRATION. This year the event will be hosted by the MPL. The celebration is scheduled for Dec. 8 and will feature music, refreshments and a visit from Santa. All in attendance will cast a vote for their favorite Christmas tree.
 - D. **Transfer of Funds:** A motion was made by Trustee McDonald and seconded by Vice-President Savoca to transfer \$1, 642.90 from the Brasher Branch to the MPL for salaries, operation, and supplies. Carried 3-0
 - E. **Circulation Reports:** Records kept at both libraries show increases in most areas.
 - F. **Other Unfinished Business:** Director Dunne-Thayer informed the MPL Board that she had been contacted by Andy McMahon from Massena Electric about partial funding of the electric project which has been delayed. MED would help with funding in the amount of \$10,000 to \$15,000. The scope of the project requires more, or will be reduced and accomplished in portions. This project will be reconsidered next year. In the near future Director Dunne-Thayer reports that the wearing carpet will need replacement. Director Dunne-Thayer suggested working with some of the other local non-profits on nutrition education. Perhaps this could be done by sharing slow-pot recipes using some of the ingredients provided by local agencies.

Items VI, VII, and VIII of the Policy Manual were considered for clarity of wording. A motion was made by Vice-President Savoca and seconded by Trustee McDonald to accept the changes as indicated. Carried 3-0

III. New Business:

- A. Presentation of Bills for Payment:** Bills for the Brasher Branch in the amount of \$4,121.30 and for MPL in the amount of \$9,729.31 were presented for payment. A motion was made by Vice-President Savoca and seconded by Trustee McDonald to pay the bills as presented. Carried 3-0
 - B. Date of Next Board Meeting:** The next regular meeting of the MPL Board will be Dec. 11, 2018 at 4 PM.
 - C. Other New Business:** No other new business was discussed.
- IV. Adjournment.** At 5:06 a motion was made by Vice-President Savoca and seconded by Trustee McDonald to adjourn the November meeting of the MPL Board. Carried 3-0