

**COMMUNITY FREE LIBRARY
MINUTES
October 8, 2008**

Attendance: Ann Hazen, Gretchen Beaver, Nancy Walker, Wilson Soto, Mary Harrington, Sandy Shaw, Debbie Renner, Barb Kerns, Jamie Jedamski, and Ann Dellaquila

Call to order: President Ann Hazen called the meeting to order at 7 p.m.

Financial Adviser Ken Harzinski addressed the trustees regarding our investments. He distributed a very helpful information packet. Some of the highlights were: we are in a very unusual time and Wall St. is very nervous. Banks are afraid to loan money and this will not return to a quick normal. Our investment portfolio has weathered this fairly well and at this time he would not recommend us to do anything differently. He advised the Board to use cash first for the construction project.

Secretary's report: Nancy moves to accept as written, Deb seconds. So moved.

Treasurer's report: Nancy moves that transactions be paid and filed, Mary seconds. So moved. Mary moves to accept the report for filing, Deb seconds. So moved. Gretchen informs the trustees that we are waiting for the tax money from Holley Central School District. Sandy will call and inquire about this if it is not received by the first week of November. Gretchen will inquire at HSBC regarding opening another CD. She also reports that we pre-bought 500 gallons of fuel oil.

Payment to the contractor will be as follows. He will give Fred an itemized list as to what has been done and then he will be paid.

Director's report: Sandy reports that GED classes may return here in the future. She also reports that the items requested from the Curtis Grant are: 2 circ computers at approx. \$2000 and children's table and chairs for approx. \$2000.

Correspondence: The First Presbyterian Church informs us that they have a new minister and there will be a service on Sunday, Oct. 12 to welcome him. Ann D. will send a card welcoming him to the community.

Old Business:

- 1) Construction update—repainting has been finished on the back exterior wall of the library but has not yet been done on the new addition. Sandy will write a letter to Mr. Bilotti to agree to the digging that must be done to solve the water problem. Also, demolition has been started next door in the addition.
- 2) Library road signs—DOT requested letter in writing regarding universal library signs. Wilson is working with them in regards to this and the process is going on now.
- 3) Curtis grant—see Director's report.

New Business:

- 1) Nominating committee presented full slate tonight which is as follows:
President—Ann Hazen
Vice President—Wilson Soto
Secretary—Ann Dellaquila
Treasurer—Gretchen Beaver

Barb moves to accept the slate, Mary seconds.

Trustees are reminded that Nancy and Ann H. leave the Board next Dec.

- 2) Budget committee—they have met twice this last month. Gretchen sent everyone a copy of proposed budget. They will officially present the preliminary budget in Nov.
- 3) Library director—Sandy was reminded to complete staff's evaluations. She informs trustees that they have already been done.
- 4) Evaluation process—trustees are encouraged to look for other evaluation forms and bring ideas to the meeting. Wilson, Deb, and Barb will serve on this committee to possibly change the eval form.
- 5) Other—Sandy reports that 22 solicitation letters have been sent to businesses regarding donations for the construction project. It will also be on the web site. There are money jugs in the library and other places for donations from the public. Sandy says we may also sell library bags for customers use. These were made years ago and have since all been sold.

Adjournment: Mary moves to adjourn at 8:28 p.m., Nancy seconds. So moved.

Respectfully submitted:

Ann Dellaquila
Secretary