

**MEETING –BOARD OF TRUSTEES  
HIGHLAND PUBLIC LIBRARY**

14 Elting Place  
Highland, NY 12528  
Thursday October 24., 2019

**MINUTES**

In attendance: Laura Finch, Fran Brooks, Nancy Hammond, Mark McPeck, Darlene Plavchak, Melissa Burdash, Eric Norberg, Director Julie Kelsall-Dempsey

CALL TO ORDER 6:00PM

Pledge

Minutes: **September 26, 2019 Move to accept Nancy, Second Fran,  
Approve all.**

Financial report:

- A. Be it resolved to approve the warrants attached for operating expenses for the months of Oct 2019. Move to accept Eric, Second Mark, Approve all.**
- B. Be it resolved to accept the Sept 2019 financial reports as prepared by Rose Woodworth, accountant. Move to accept Nancy, Second Eric, Approve all.**

Director's Report: Touch a truck wrap up- went very well, took in about double what we did last year. Library made about \$600, plus \$250 donation. Will be planned for first week in October each year going forward. Small issue with electricity- everything was on the same circuit. Working to change this.

DMM -Donna Davies introduction-Social media interaction is way way up.  
Things are going very well.

Computer time with John-Every Wednesday at 2pm. Scheduled appointments or drop ins. Goes over offerings of Library, in addition to whatever the attendees want covered.

Great Give Back-National Charity. Did a coat/clothing swap. Will probably do again. Also doing a personal care item drive in November.

Tree-generator-Tree branch dented generator casing. No damage done, still works.

Jacobson Money- haven't received yet but still expecting. Per recent political mailing, we should expect \$8000.

Telecommuting possibility-Julie looking to work from home one day per week in order to be able to help care for elderly family member if BOT would approve. BOT unanimously approves.

Haunted Room- Teen room, starts 10/25 thru 10/31. Wed is Teen Party.  
Medicare-meeting for the public next Thursday.

New Business: Staff holiday party-Dec, funded by BOT donation.

Old Business:

Noise reduction-added "Quiet please" sign, looking to possibly frame and plexiglass children's area. Would fit with current motif, would muffle the sounds. Waiting for proposal and costs.

Reminder no Nov meeting

Reminder-MHLS Annual meeting- 10/25.

Standing Committees: Facilities-No report  
Personnel-no report  
Trustee Training- No Report

Friends Liaison- Leslie Benson/ Eric Norberg- No report.

Public Comments

Other-Question about tutors in the Library. Full policy on website. Student must be signed up for tutor to request space (Can't reserve space in hopes that someone will come for tutoring). Cannot take all available space, must have room for public/non tutoring related patrons.

-Overdrive-testing cost per circ model. Still offer, just not a lot. Not really cost effective for us.

-Driveway-warranty was not affected since it was accidentally sealed.

Adjournment 6:42.

Next meeting Dec 5, 2019