

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

14 Elting Place
Highland, NY 12528
Thursday June 27, 2019
ORDER OF BUSINESS

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

CALL TO ORDER 6:00PM

Pledge

Minutes: **May 23, 2019- Move Nancy, Second Fran, Approve all.**

Financial report:

- A. Be it resolved to accept the May 2019 financial report as prepared by Rose Woodworth, accountant. Move Eric, Second Nancy, Approve all.**

- B. Be it resolved to approve the warrants attached for operating expenses for the month of June 2019. Move Fran, Second Eric, Approve all.**

Director's Report: Comic Fest-July 6th. Archie Comic display currently in conference room. Nancy Silberkleit (CEO of Archie comics), Bill Diamond (Muppets), Scott Lobdell (Happy Death Day), and 18 vendors are expected to be in attendance.

CO-DLD Grant- Everything is in, except the CO, which we never got. DLD is aware and ok with it.

Evaluations-developments (Social Media/communications) -Julie started staff evaluations. Gave forms for self-eval/goals/suggestions/etc. These are expected to be filled out and used as a starting point for discussion. This has already brought to light the need for a new position (marketing and social media) as it is too time consuming a task to add to anyone's existing duties.

Garden-Friends' garden needed to be corrected by our gardeners, will be taken over as a Library garden (as opposed to Friends maintaining it).

Friends update-3 Friends Board members resigned due to garden issues. Now Board only has 2 members. Currently seeking replacements (No Board=No Friends group).

Mural over children's entrance-Timely Signs is producing a mural to go over the entrance to the Children's entrance.

NYLA Building Award submission-Rich from Rowland Mayes put us in for recognition for our new building. \$1000 if we win.

New Business: Staff recognition- Sara 25 years, Toni 10 years, Joanne's last meeting on BOT. Seniors Group-meeting-Darlene attended, was unexpected presented as a Library liaison. Group seeks to get seniors more involved and active in the community.

Communicated wish to use our Community Room for meetings and be more involved with Library programs.

Old Business: Director Evaluation feedback -need to evaluate the evaluation tool. Both choices presented, feedback heard. No resolution-Darlene will consider both choices.

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

Friends Liaison- Leslie Benson/ Eric Norberg-

Public Comments

Other

Adjournment Moved by Nancy 6:52.