

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

14 Elting Place  
Highland, NY 12528  
Thursday September 26, 2019

Minutes

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

CALL TO ORDER 6:02PM

Pledge

Minutes: **July 28, 2019**

Financial report:

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

Director's Report:

- Touch a truck-next Saturday, 10-3. Firetruck, ambulance, police car, cherry picker, Frozen Caboose, Food truck.
- Harvest Fest-HBA-we were asked to participate, didn't work out.
- Summer reading wrap up-Went well. Registration was down from last year. The software to report has improved, so hopefully that will make things better next year.
- New marketing-Going really well. Interaction, program participation are up. Working on updating our newsletter now. Website will be redesigned next year.
- MHLS Annual meeting
- USLA Annual dinner
- Voter Registration Day-9/24. Spectrum news came to cover us helping people to register. We did register 4 voters and educated several 17 year olds to the process for next year.
- Pavers-Lot was paved because the pavers came to the wrong address. Julie will contact regarding what this means for our warrantee.

New Business:

Noise reduction-Have been getting some complaints about the noise level, more due to adult conversation than kids or teens. Taking steps to lower the noise level. May consider soundproofing Children's Area .

Nov and Dec meetings- combine to one on Dec 5 due to holidays. NO NOVEMBER MEETING.

Approve Friends Board for 2019-2021 as follows:

Leslie Benson, President

Heidi Souleotis, Treasurer

Kathy Muller, Recording Secretary

Linda Ronk, Corresponding Secretary/Recruitment Director

Angela Grieco, Book Sale Director

Move to accept-Fran, Second-Nancy, Approve-all (Except Melissa, abstaining due to personal relationship/conflict of interest)

Old Business:

Personnel Action - Appoint Donna Davies to DMM position-Digital Marketing Manager. Move-Fran, Second-Mark, Approve-All

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

Friends Liaison- Leslie Benson/ Eric Norberg- no report

Public Comments-none

Other-none

Adjournment 6:39