

LaGrange Association Library
Board of Trustees Meeting
Thursday, January 10, 2019 @7:00pm

Meeting Minutes

Board Attendees: Stuart Kofsky, Mary De Bellis, Anne Lescher, Wendy Bohlinger, Erin Hawks, Andrea Mondello, Jenny Sung, Stacy Olyha

Absent: Maung Htoo, Keshav Ramji

Other attendees: Anna Mondello (Library Staff), Linda Gaines (prospective Board Member)

- Call to Order: 7:04pm
- Public Comment - none
- Correspondence: note from Joanne Pinello Kaley thanking the Board and Mary for her farewell cake; thank you note from the library staff thanking the Board for the contribution we made toward their holiday luncheon.
- Consent Agenda – a motion was made by Stu to move fundraising out of the content agenda and approve the consent agenda without the fundraising report, motion seconded by Anne and passed by unanimous approval.
 - Approval of Meeting Minutes for Thursday, December 13, 2018
 - Director’s Report (Mary)
 - Treasurer’s Report (Stacy)
- Board Development/Nominating (Wendy)- new Board candidate Linda Gaines introduced. Wendy made the nomination; Anne seconded; the board voted unanimously to elect Linda Gaines to the Board of Trustees.
- Bylaws/Policy (Maung) - no report
- Long Range Planning (Stuart) - no report
- Outreach/Marketing (Anne) - in March Anna Mondello, Adult Programmer, will be hosting a program featuring volunteer opportunities in the community (March 16 from 12 to 2). The Friends of the Library will have a table.
- Friends (Anne) – The Friends first basket raffle to raise money brought in \$358. The Friends continue to meet Wednesday mornings, but no one has stepped up to a leadership position. Follow up with Rich needed to get Anne added to the bank account.
- Personnel (Erin) - list of committees passed to members, with membership; list of Board of Trustees for 2019 also distributed. Per their request Andrea was added to the long-range planning committee and Anne was added to the building facility committee.

- Building (Stacy)- Erin received an email from our realtor; he has three potential options identified for new spaces. We need to start working with an architect so we have a plan to show potential builders.
 - Stacy made a motion to appropriate funds to pay architect to draw up rough plans, Anne seconded. The motion passed unanimously.
- Fundraising (Wendy)
 - **Donor event** invitation mailed – going out to donors this weekend (Saturday) signup sheet for set up passed out to the committee; Wendy will circulate again via email prior to event.
 - Thanks to Jenny, the Raspberry Fiddlers are booked to provide the event music. They can do the snow day also.
 - We give them community service hours, and the board members donate money toward their spring trip.
 - Photo release needed for minors appearing in photos
 - We will be inviting some political and town people
 - Fund raising committee decided on a procedure for processing donations; problems with duplicate entries last year
 - Only about 60% of donations from last year
 - Committee will be doing a Valentine’s basket and baskets throughout the year
 - Board should be on the lookout for businesses who can donate meals or anything we can use
 - Wendy will be checking her numbers against Sherri’s numbers to be sure they are correct
 - Next year send a letter to card holders who haven’t donated?
 - Stacy suggested putting an ad in the parks and rec and/or the community day booklet
 - Stacy and Wendy aren’t receiving the Book Bag – Erin and Mary will look into this
 - Jenny suggested using personal stories to encourage donations.

New business:

Anne asked why library hours are as they are, specifically the late opening on Friday? Mary stated that hours are dependent on budget, and for efficiency, she would rather be open until 5 on Saturday instead of opening early on Friday. Mary agrees to look at numbers and think about budgeting more hours for 2020.

Anne also asked how much longer we will be servicing Pleasant Valley? Mary assured us things were definitely winding down; they are in their temp location already.

Anne asked about hours we receive donated books, discussion followed about whether we want to increase those hours. Mary agreed to test out receiving donated books on additional days.

Motion to adjourn was made by Jenny, seconded by Stacy, and the meeting was adjourned by unanimous consent at 8:34pm.

Next meeting: Thursday, February 14, 2019 @ 7pm

AM - 2/4/2019