**Town of Johnsburg Library**

Board of Trustees Minutes

March 4, 2020

Submitted by Cheryl Gillespie/Secretary

Meeting called to order at 5:00 pm by President Linda Cobb.

**Attendance:** Present: Linda Cobb, , Cheryl Gillespie, Caroline Jackson, Susan Schmidt, Steve Shaughnessy. Absent: Jean Donnelly, Bob Eberhard, Donna Messerle.

**Acceptance of Minutes**: February 2020 Minutes were approved electronically. The minutes will be posted on the website this week.

**Review of Warrants**:

**Motion** to approved the four (4 )warrants *passed*. Expenditure totaled $968.01 for SALS January Automation fees, large type and regular books, DVDs.

*Moved*: Steve Shaughnessy

*Seconded*: Cheryl Gillespie

**Library Director’s Report** (Susan Schmidt) Annual report to SALS has been submitted. Number of customers has decreased slightly, however book circulation numbers including inter-library exchanges, have stayed the same.

Several programming ideas are being investigated:

1. A program provided by a veteran volunteer from the USS Slater Museum in Albany. Library cost would be a $75 donation. The event would be publicized to local VFWs and American Legions. A potential date around Memorial Day was suggested.
2. A Tick Prevention workshop making “tick kit” from herbs. Potential scheduling is for April or May.
3. Pollinator program. Susan has had conversation with Lisa Salamon.
4. Master Gardener program. Susan will be speaking to Judy Brown for ideas.

**Programs and Grants**

None at this time

**Reports of Standing Committees**

Finance (Linda Cobb): The current treasurer will be stepping down from the position. The Board will be forming a finance committee and looking to fill this position. Several Board members will be trained in the financial program utilized.

Buildings and Grounds (Steve Shaughnessy): A storage unit has been suggested to accommodate Library materials, books and decorations which are currently stored in the Librarian’s office. Steve Shaughnessy will initiate conversation with the Town Supervisor for permission and an approved area for placement. He will investigate units and pricing.

Personnel (Linda Cobb): The Board currently has 7 members with the potential for 9. The Board will be seeking two more members.

Planning and Policy: No activity at this time.

Technology (Linda Cobb): No activity at this time.

Corner Gallery (Jean Donnelly). No report at this time

**Nominations and Elections**

None at this time.

**Correspondence and Communication:**

None at this time.

**Old Business:**

None at this time.

**New Business**

There was discussion of the Bylaws, primarily addressing the Bylaw on attendance. The decision made was that no changes were necessary at this time. There was a recommendation to have an orientation packet available for new Board members introducing responsibilities.

**Motion** to adjourn the meeting at 6:00 pm passed.

*Moved*: Steve Shaughnessy

*Seconded*: Cheryl Gillespie