

DRAFT
Newfield Public Library Trustee Meeting Minutes
August 11, 2009

The meeting was called to order at 6:45pm by Cathy Shipos, as President, Mike Allinger had requested to be excused. Present were the following trustees: Debi Brown, Meredith Aidun, Jt Tompkins, Karin Eisenberg, and Jill Henery. Also present were Library Director, Tina Winstead and Secretary, Marge Strosnider.

Minutes of the July meeting were reviewed.

Motion made by Jill to accept the minutes of the July 14, 2009 meeting as written. Debi seconded the motion and it passed 5 in favor, no opposed, 1 abstention (Cathy Shipos).

Director's Report: Tina reviewed report, highlighting the following:

- 1) Discussion of library front door—replacement, refinish, or paint? No consensus reached..
- 2) Electrician needed to complete wiring for teen area computer cables.
- 3) County funding-meeting of library directors with the new County Supervisor was not permitted due to full schedule, therefore directors were unable to give input re: budget other than short statement from the Director. Original request from Supv. was for 6.25% decrease from previous year.
- 4) Lock on front door has been replaced.
- 5) Newsletter ideas offered to Tina
- 6) Plans for Sept. library events...groups, clubs meeting at library. Volunteers offered for help with Yard Sale and Book Sale on August 29th.

Treasurer's Report: Karin reviewed information found so far re: payroll service for the library. One firm, ADP has set up fee of up to \$200 with an estimate of \$89.40 monthly cost for the present number of employees. This includes tax reports also. Karin and Tina are still contacting some other firms. This service would also help with compliance issues and changes in laws, for example, minimum wage.

Unfinished Business:

Brick Project: Karin reports that Vicky Romanoff says that work will take place mid to late September. Klein has submitted bid of \$12,500 for the project, with an overrun amount not to exceed \$1500. Karin to obtain clarification of what is included in the bid. Fund balance of \$11,500 plus \$1,000 from Gerow investment is available for the project. Also, money from a dedicated CD may be used, if needed.

Old Home Days: Parade ideas 'floated' about! Trustees to meet to work on float.

WEBSites: looking at hosting sites

New Business:

Back to School Booklet - to be assembled 1st week of September by Debi. Library info to be included. Discussed presence and presentation at elementary and middle school open houses in Sept.

Committee Reports:

5 Year Plan:

Motion to accept Goal #2 as written made by Meredith with Karin seconding. The vote passed 6-0. Jill noted that she and Florence had already contacted Garden Apts. residents to survey their interests.

Building Maintenance:

A/C filter to be added to monthly cleaning schedule. Discussion of ladder purchase, light ballasts, fire extinguisher maintenance, glue repair of chair in MH Room and utility closet door.

Next meeting set for September 15, 2009. (NOTE CHANGE TO 3RD TUESDAY!) Town funds request to be discussed then.

Motion to adjourn the meeting at 8:36pm by Debi and seconded by Carried 6-0.

Respectfully submitted by
Marge Strosnider, secretary