

Fulton Public Library
Board of Trustees

June 27, 2022

Attendance:

Trustees Present: Ellen Himes President, Pat Kush, Dennis Merlino, Carolyn Mosier, Kathy Sipling, Bob Vayner

Trustees Absent: Sarah Fay, Jackie Havener

Also present: Library Director Caroline Chatterton, and Deborah Standish, bookkeeper

Guests: David Phares, Maria Fazzini

Call to order: The meeting was called to order at 4:00 PM by President Ellen Himes.

Adoption of Agenda:

No objections or amendments to the agenda. Approved as presented.

Public Comments: none

Approval of Prior Board Meeting Minutes and Agenda:

Meeting minutes of May 23, 2022 approved as presented.

Review Financial Reports:

The financial reports were reviewed. Questions were deferred to Deborah Standish. The financial reports and disbursements were approved as presented.

Library Director's Report:

Caroline Chatterton presented the Library Director's Report (see attached). Patrons really like the "Play-aways" so we may purchase more of those. Also, the "Wonder books" are very popular. We plan on adding more programming as a result of the patron survey. The summer reading program starts July 4. The information is on the library website.

The Reopening Celebration was very well attended with over 50 people attending. We had Jeff the Magic Man and face painting, craft kits, and more.

Caroline and Sara visited some of the local schools and talk about the library and summer reading.

The library is continuing with YMCA Outreach Storytimes and are visiting most of their pre-k and daycare classes on the first Monday and Thursday of each month.

Committee Reports:

- **Capital Campaign:** The Chicken BBQ fundraiser was a success again this year. We made \$1,034 on the dinner sales and \$42 on the 50/50 raffle.
- **Finance:** The committee met recently and reviewed the budget for next year.

- Grant: Bid documents will be going out again for the Community Room renovation project. We are also looking at grants for the handicap ramp.
- LRSP: Carolyn reported 47 community survey responses were received. Many people wished we had more services and programs. Also, the front entrance was a major concern. Results showed that more marketing and promoting of the library needs to be done. The Committee thought that the library should do one patron needs survey a year.
- Policy: Dennis reported that the committee is continuing work on the Employee Handbook and looking at the FMLA laws. Also looking at active shooter programs – maybe some training for employees.
- Personnel: Kathy reported that Sara Alfaro has taken a new position at another library. In the interim, we have hired Erin Fiorini as an independent contractor to help facilitate our summer reading program this year. Janelle will continue her work with the Children’s programming and we may look into hiring a part-time teen services and outreach coordinator.
- Safety/Maintenance Committee: no report.

Unfinished Business:

- Main floor renovation tabled until next meeting
- Lucy Salmon & Helen Emmons accounts: These accounts have been combined into one money market account and can be used for other donations. Now called “Donation accounts”.
- Community Room Renovation tabled until next meeting.

New Business:

- Meeting Dates for 2022-2023: Ellen passed out a list of possible meeting dates for the Board of Trustees. After some discussion and changes, Carolyn Mosier moved to accept the Meeting Dates as listed. Dennis Merlino seconded and motion passed
- 2023 Budget: The finance committee met and went through the budget line by line and made some small adjustments. Dennis moved to accept the budget as presented. Pat Kush seconded. Motion passed.
- Nomination of New Officers: We will discuss officers and committees next meeting.

Public Comments: none

The **meeting was adjourned** at 5:15 PM by Ellen Himes.

Our next meeting is scheduled for Monday, July 18, 2022 at 4:00 PM.

Respectfully submitted,

Kathy Sipling
Secretary