

Fulton Public Library
Board of Trustees
September 26, 2022

Attendance:

Trustees Present: Ellen Himes, President, Sarah Fay, Maria Fazzini, Donna Jones, Dennis Merlino, David Phares, Kathy Sipling,

Trustees Absent: Pat Kush, Carolyn Mosier

Also present: Library Director Caroline Chatterton, and Deborah Standish, Treasurer, and Sharon Dellinger, Library Friends Chair

Call to order: The meeting was called to order at 4:04 PM by President Ellen Himes.

Adoption of Agenda:

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

Public Comments: Sharon Dellinger, introduced herself as the active Chair for Friends of the Library. The Friends are working on organizational plans for moving forward. They will be working with the library at the Fall Festival on Oct. 8. They are also trying to create a Facebook page. Jean Edley is serving as secretary and treasurer.

Approval of Prior Board Meeting Minutes and Agenda:

Meeting minutes of August 29, 2022 approved as presented.

Review Financial Reports:

The financial reports were reviewed. Questions were deferred to Deborah Standish, Treasurer. Donna had a question about the timing of the elevator maintenance that was answered by Caroline. The financial reports and disbursements were then approved as presented.

Library Director's Report:

Caroline Chatterton presented the Library Director's Report (see attached). Caroline reported that circulation stats are climbing. E-media is doing great.

The library had it's first "Maker Monday" event and it was very popular. Caroline filmed a segment for "NNY Get Lit" that should air in November. The library restarted the outreach for homebound patrons by visiting the Mills Apartments once a month and Caroline is hoping to add other spots for monthly visits. The first Adult Craft of the fall had patrons making decoupage pumpkins.

Caroline has reached out to Lisa Greene-Maybee with the NYS Tax Assistance Program about providing free tax prep for patrons. They will provide the volunteers and the software for no charge.

Committee Reports:

- Capital Campaign: Kathy reported that the committee will be meeting this month.
- Finance: has a meeting scheduled for October.
- Grant: Ellen reported that the committee will have a phone conference with Randy Crawford. We haven't received any bids for the conference room work yet.
- LRSP: Carolyn sent the long-range plans for Caroline to sign. We will have copies for the Trustees to read and vote on at the next meeting.
- Policy: Dennis reported that the committee has revised the Employee Handbook and Maria is presently doing the editing. Copies will be available for the Trustees at the next meeting. The next policy meeting will be Wed., Oct. 12.
- Personnel: No report. The committee will be meeting soon.
- Safety/Maintenance Committee: Donna has been working to get the emergency exit door replaced.

Unfinished Business:

- Main floor renovation: Janelle Bossuot from Educational Furnishings will have drawings available next week.
- Community Room Renovation updates: There have been no bids for work on the community room. There was some discussion about breaking up the large project into smaller pieces that are more doable.
- Community Room Emergency Door: Donna spoke to a number of construction companies. Emmo Rae construction took a look at the job. They are recommending a steel frame with a solid steel door and crash bar. They understand that the wall will need to be jacked up. Dennis motioned that we approve the contract with Emmo Rae and Kathy Seconded the motion and all approved.

New Business:

- Sub-basement clean out: Caroline reported that there is a lot of old book shelves and other debris, stored in the basement. She would like to reach out to a cleaning service. Everyone agreed.

Public Comments: none

The **meeting was adjourned** at 5:05 PM by Ellen Himes.

Our next Board meeting is scheduled for Monday, October 24, 2022 at 4:00 PM.

Our next Friends meeting is October 5, 5:30 PM in the library.

Truck or Treat will be Saturday, Oct. 29 from 9:00 – 1:00.

Respectfully submitted,

Kathy Sipling
Secretary