

## FLOYD MEMORIAL LIBRARY

Minutes (unapproved) of meeting April 3, 2017.

Members present: Seth Kaufman, Buffy Hartmann, Peter Sacks, Melina Angelson, Diane Mulvaney, Eligio Lopez, Rosemary Gabriel and Director Lisa Richland.

The Board meeting was called to order at 6.00pm.

The minutes of March 6<sup>th</sup>, 2017 were approved on motion of 1) Gabriel, 2) Mulvaney, unanimous.

The bills were ordered paid on motion of 1) Kaufman, 2) Sacks, unanimous. The treasurer's reports were accepted and filed for audit.

### Treasurer's Report:

It has been a quiet month with only routine transactions.

### Director's Report:

Things are progressing with the work on the exterior of the building. The Director has observed an immediate improvement in drainage during rainstorms, with no flooding off the roof or from the gutters on the north side of the building. The southwest side repairs have been completed and the gutters replaced. Burt's Reliable has provided a proposal for the boiler replacement and another proposal is expected from Paul Dinizio in the next week. The Sandpebble building assessment had estimated \$20,000 for boiler replacement – time will tell how close the estimates are.

Chem-Dry came in and steam cleaned the YA room chairs, which see constant and heavy wear by teenager users. We would look for replacements but the kids really like them so a small investment in cleaning is worth it.

The NY State Statistical report is complete and the board will need to vote to approve it before it can be submitted. These statistics are compiled by the State and submitted to IMLS (Institute for Library and Museum Service).

The Children's DVD's and audiobooks have been moved into the Children's Room, freeing up an entire range of shelves. TV series have been separated out and shelved there. At the same time the balance of the collection is being weeded, keeping the collection developed by the Film Fest committee, the Academy Award nominees and winners, foreign films, and removing films that haven't gone out in a couple of years and those that are in poor condition.

Several staff members attended an "Active Shooter" workshop provided by Homeland Security and The Southold police department at the Cutchogue library on March 27. Although it was alarming, it was very informative and well received. Those who attended will share with the rest of the staff at our next staff meeting.

April is Poetry Month and Poppy Johnson has arranged an exhibit "The Site of Poetry, The Poetry of Sight" with an opening on Sunday, April 2 at 3PM, an open reading of favorite poems on Saturday, April 8 from 3 to 5 PM, and Poem in Your Pocket Day on Thursday April 27. Brunch Poems, which meets monthly on the last Friday of the month will be reading

Face, by Sherman Alexie. The First Friday Wellness Series provided by Eastern Long Island Hospital will focus on “safe medication practice” on April 7 from 1 to 2 PM.

New Business:

Trustee Gabriel will head the nominating committee and prepare the slate for June Board elections.

The Board reviewed and approved the 2016 Annual Report for Public and Association Libraries for submission on motion of Angelson, Sacks, unanimous.

Committees:

*Building* – Work is progressing nicely on the roof and drainage project. The next focus will be on replacing the boiler.

*Finance + Budget* – Work has begun on the 2018 budget, which will be presented to the Board at the June meeting.

*Grounds + Garden* – Two compromised trees will be removed. Estimates are being obtained for new Crepe myrtles. The spring cleanup begins this month.

*Policy* – The Board reviewed the employee bereavement policy and selected additional policies to review over the next several months, including retirement, healthcare and the library mission statement.

*Friends* – The Friends have decided to disband.

Meeting was adjourned at 7.11pm on motion of Angelson. The next meeting will be on May 1<sup>st</sup> at 6.00pm.

Respectfully submitted,

Seth Kaufman, secretary