

Hollwedel Memorial Library
Board of Trustees Meeting
May 3, 2017

Present: Joan Gray (President), Karen Kingsley (Treasurer), Deb Davis (Trustee), Linda Thompson (Town Board liaison)

Absent: Jean Brokish (Secretary), Stephen Gould (Vice President), Suzanne Schauf (Library Manager)

Guests: Edgar and Mary Louise Hollwedel

President Joan Gray called the meeting to order at 4:43 pm after bills had been reviewed and signed.

Approval of Minutes:

Minutes from the April 5, 2017 meeting were amended to say Turnbull Heating and Repair in the **Bills** section of the minutes. K. Kingsley moved to approve, with D.Davis seconding. The minutes were approved unanimously as amended.

Period for Public Expression:

M.L. Hollwedel spoke about the Landscaping. L. Thompson will ask Charlie Lytle to check the flowers and shrubs. M.L. Volunteered to water and weed. She will ask J.Brokish to work with her.

E. Hollwedel spoke regarding the Open Meeting Law. He stated that people attending meetings should have access to materials. He would like to have these assembled ahead of time into packets. J.Gray replied that it is not always possible to have materials ahead, but they are always available at the meeting.

Treasurer's Report:

K. Kingsley presented a report of operating account activities. She updated the members regarding the other accounts. One donation of \$45 was received. She further presented an update of where we stand as far as our spending to date.

Bills presented for approval:

NIOGA	\$2,391
S. Schauf (wkshops)	\$85.60
Frontier	\$57.87
National Grid	\$138.05
RG&E	\$127.05
Baker and Taylor	\$273.41
Card Member Serv.	\$63.97
Card Member Serv.	\$487.80
Summer Program	\$300.00
Children's plus	\$486.50
Kids' Reference Co.	\$275.40

J. Gray moved to accept the report and approve payment of bills. D. Davis seconded. Motion was approved unanimously.

L.Thompson:

The Town of Pavilion will pay retirement at the end of the year.

Library Manager's Report:

S. Schauf was absent, but she provided the members with a report of the month's activities. B Top Computer

classes have been scheduled for four upcoming dates. S. Schauf attended a Library sustainability workshop. She has a Power Point to share if members are interested. Puppets, a Lego Wall with Legos, and musical shakers and eggs were purchased with the Early Childhood Grant (\$330.) Thanks to Rich Schauf for attaching the Lego Wall! S. Schauf will be a committee member on the NIOGA Adventure Pass Program committee. This program would allow families to borrow a pass for a day to an attraction such as the Genesee Country Museum.

Old Business:

The Annual Report has been completed and submitted.

Members were asked to review information provided regarding the Kindle Fires and the AWE computer for the next meeting.

A Tompkins Trust VISA card is set up with Suzanne's name and the Library on it. Discussion will take place regarding payment dates in order to avoid late payment fees.

The Town of Pavilion assessor (Ken Pike) has changed the Library's address officially to 5 Woodrow Drive. RG&E will be notified.

The Day of Caring will take place on May 17. Volunteers will be working at the Library planting, mulching, weeding, etc. Money will be taken from the Operating account to provide lunch and drinks for the volunteers and plants.

New Business

Public Use of Library: The Hollwedel Library's policy and those of other libraries were reviewed. Discussion took place regarding whether we needed to make any changes to our policies. J. Gray was going to check on our liability when groups use the Library. Those in attendance felt that the current policy was adequate and no action was taken at this time.

S. Schauf left information and notes for the members regarding Corfu's vote to become a School District Library. Members were asked to review this information for the next meeting.

K Kingsley has been informed by the Highway Supt. that the Dept. is replacing the large "flood" lights. He is checking to see if they can replace the one at the Library. This would save us money.

Adjournment: Motion made by D. Davis, seconded by K. Kingsley to adjourn at 5:50 p.m. Approved unanimously. Meeting adjourned at 5:51 p.m.

The next meeting will be Wednesday, June 7, 2017 at 4:30 p.m.

Respectfully submitted,

Deborah A. Davis (for Jean Brokish)