

Easton Library Board of Trustees Meeting
October 21, 2019

In attendance: Jennifer, Linda, Peter, Pat, Mary Jane, John

Approval of September 16, 2019 minutes: Minutes accepted as corrected.

Treasurer's Report:

- Motion by Pat and seconded by Mary Jane. Motion approved.

Director's Report:

- The fire extinguishers were tested and certified in September. Jennifer will contact the company again to make sure they are good until 9/2020.
- Jennifer requested permission to apply to SALS for an education grant so she and Linda can attend the NY Library Association Conference in Saratoga Springs on November 15, 2019. Motion made by Mary Jane and seconded by Peter. Request approved.
- Mary Hanley from SALS came to the library on Sept. 18th to set up the new Circulation computer at the front desk for staff and a new tower for patrons' use.
- The 2020 LARAC Grant Application Seminar was held at the library on Sept. 25th. Several local artists attended.
- The Sexual Harassment video was viewed on Sept. 26th by trustees. All staff and trustees are now trained according to the NYS requirements.
- Jack Scott from SALS came to the library on Sept. 30th to add to the library's website: Community Calendar, Washington Co. links. An Instagram account was set up.
- Jennifer contacted Jeff Moses to repair the furnace doorknob. A new doorknob was installed.
- Jennifer, Linda and Pat met with Erica Freudenberger from SALS on Oct. 21st to work on the library's Strategic Plan. Patrons' answers on the Ask and Aspirations Exercises were tallied and discussed. Three strategic priorities were chosen and goals were added. Linda, Jennifer and Pat will continue to develop the Long Range Plan.
- Polaris has a new system - the Leap web-based interface for Staff to use.

Corresponding Secretary Report:

- There were no letters or notes to write since the last Board meeting. Pat will write Erica Freudenberger a thank you note for all her help with the Strategic Plan.

Old Business:

- John reported that the septic tank has been pumped.
- John called the Simmons Elevator Co. to come and inspect the elevator.
- John contacted Ron Hansen to send a bill for pruning bushes.
- Mary Jane reported that the deed for the land donation should come soon.
- Jennifer reported that the Children's Story Hour is well attended now. No need to set up a sign to advertise.

New Business:

- The Friends of Easton Library will hold their annual Election Day Bake & Book Sale on Tuesday, Nov. 5th from 9am - 8pm.
- Next Program Committee Mtg. - Thursday, Dec. 5th, 2019, 7:00pm.

Next Board Meeting on Monday, November 18, 2019 at 7:30pm.