

Livingston Manor Free Library Minutes

April 22, 2019

Present: Ms. J. Carlson, Ms. Farrell, Ms. Feuerstein, Ms. Hemmer, Ms. Hines, Ms. Sanborn, Ms. Schmidt, Mr. Shultz, Mr. Steinhauer, Acting Director Barrish

Absent: Ms. E. Carlsen, Ms. Lundquist

Meeting Called to Order- 6:05 by Ms. Farrell

April Minutes motion to approve by Mr. Shultz, seconded by Ms. Feuerstein, unanimously approved

Treasurer's Report (Ms. Sanborn)

Full report available upon request at the library.

Cash Balance- \$133,124.67

Savings Balance- \$18,014.75

Petty Cash- \$50.00

Manor Ink- \$12, 693.39

Motion to approve March and April's reports by Mr. Shultz, seconded by Ms. Feuerstein and unanimously approved.

Old Business (Ms. Farrell)

Upcoming budget- schedule of volunteers needs to be arranged

Mr. Barrish will contact Ms. Goldfarb to request a meeting with the Programming Committee.

Staffing

Marissa's last day will be May 25th.

A discussion of possibly changing library hours took place. Mr. Barrish will look into the possibility of personnel schedule changes and will keep a record of patron use each day to determine what will work best going forward.

Old Bus. Cont.

Cinco De Mayo Run (Ms. Sanborn)

Run will take place on May 5th with registration at noon and a 1:00 start time.

A 'thank you' note will be sent to Jillian Carlsen and family for designing the runners' shirts and donating the paint materials. Mr. Barrish will take care of this.

Two troopers will be at the race.

Mr. Hartling will be contacted by Mr. Barrish to help with cones and barricades.

Mr. Barrish will contact The Kaaterskill as a possible registration location.

Ms. Carlson and Ms. Hemmer will take care of bringing water.

Trout Parade Auction

No one has signed up as of yet, event is June 8th.

Ms. Lundquist will be contacted to organize.

Volunteers are needed to run auction on parade day.

Possibly Locking Library Bathroom

This topic will be revisited next month.

Mr. Barrish will contact Gary Carlson about installing a self-locking door.

Book Sale Storage (Ms. Feuerstein)

Books are in the yellow building a block from the library.

Ms. Feuerstein will send a 'thank you' to Mr. Shaver who generously donated his time to move the boxed books. He needs advance notice of when we need access to the books.

Committee Reports

Fundraising (Ms. Feuerstein)

A meeting to place to designate a chairperson for each event including the 5K, Book sales, annual appeal and Trout Parade auction.

Committee Reports cont.

Mr. Steinhauer will do an analysis of how contributions are received and by whom in an effort to streamline fundraising efforts.

Programming (Ms. Schmidt)

A meeting will take place in the near future, possibly with the RCLS rep.

Personnel (Ms. Farrell)

The library will train all three students, Jacob Pasquale, Erin Carlsen and Kathryn Shea, that were interviewed and then assess scheduling.

Manor Ink (Ms. Hines)

\$2,000 was donated by The Kaplan Foundation to fully fund tuition for two students to attend a week at the New York Times Writing Workshop in New York City.

New Business

The sidewalk in front of the library needs to be swept.

Director's Report (Mr. Barrish)

Attendance for ongoing programs has decreased.

Four attended the 3D printer workshop.

Mr. Barrish will look into The Dollar General Grant.

Motion to adjourn at 7:15 by Mr. Shultz, seconded by Ms. Hines

Minutes respectfully submitted by Secretary Michele Hemmer

