

**Cuba Circulation Library**  
**Board of Trustees Monthly Meeting Minutes**  
**Monday, October 14, 2019**

**Present:**, Lynn Fulmer, Sara Talbot, Trisia Young, , Hannah Whittaker, Bill Fraser, Gary Enderle and Sharry Semans.

**Also Present:** Tina Dalton

**Absent:** Robin Torpey, Dave Crowley, Christine Berardi, Marsha Long, and Faith Stewart

**Call to Order:** The meeting was called to order by Secretary, Sharry Semans, at 5:29 PM.

**Public Comment:** None

**Friends Report:** None

**Minutes of Previous Meeting:** Bill Fraser moved to accept the minutes of the September meeting, and Lynn Fulmer seconded the motion. The motion was passed.

**Treasurer's Report:** Gary pointed out the dividends had been entered as income on the statement provided by the bookkeeper. Tina will work with the bookkeeper to correct this. Tina indicated we were still waiting for the school check. Lynn Fulmer moved to accept the Treasurer's Report and Trisia Young seconded the motion. It was passed.

**Committee Reports:**

**Finance:** Gary talked about our investment policy, and the advice Jill Plekis had given us. Tina will draw up an investment policy for our review in the near future.

Tina also presented us with the Financial Controls Policy. Under the section of "Credit cards and check writing", it will be added that the President and Treasurer of the Board will also be authorized signors of checks. Sharry moved to accept the Policy with that change. Bill Fraser seconded the motion, and the motion passed.

**Building and Grounds:** Lynn reported that we have a new vacuum that is working well, the front door has been painted, and walls that needed repair have been repaired. Also the gutters have been fixed.

Lynn also reported that she is in touch with the contractors and expects construction on the overhang to happen soon. She is doing everything to facilitate this, including going to Rochester to pick up bricks.

Tina is looking into a possible grant from the Chamber of Commerce to help with the construction cost.

**Personnel:** A meeting will be set up in the very near future.

**Acquisitions/Gallery:** There's a new display

**Planning:** Sharry submitted the Planning Committee's draft long range plan. She read the comments that Marsha had prepared. All were very impressed with the plan, and with Marsha's continued efforts to get this done. All were asked to review the plan and to provide any comments at next month's meeting. It is the objective of the Planning Committee to get this finalized by the December meeting.

**Programs:** Tina said they have lots of programs coming up.

**Technology:** Nothing to report.

**Nominating Committee:** It was announced that Robin Torpey had submitted his resignation. Since we are so close to the end of the year, we do not feel it is necessary to fill the Vice President position at this time. Also, Hannah Whitaker will not be continuing after the end of the year. The Committee is attempting to come up with possible replacements, and will be reporting back before the end of the year.

**Unfinished Business:** None to report

**New Business:** None.

**Director's Report:** Tina reviewed her report and answered questions. Of note is the fact that she and Jen Stickle (Salamanca Library Director) had given such a great presentation at the Association for Rural and Small Libraries annual conference entitled "Rural Libraries and the LGBT Experience", that they have been asked to present it again via webinar for library systems in Wisconsin and Nebraska. Way to go, Tina!

**Next Meeting:** Since our next meeting was actually scheduled for Veteran's Day, a motion was made by Lynn to move the meeting to Monday, November 18, 2019, at 5:30 PM. The motion was seconded by Trisia, and was passed.

**Adjournment:** Trisia made a motion to adjourn the meeting at 6:25 PM, and Sara Talbot seconded it. The motion passed.