

PAWLING FREE LIBRARY
Board of Trustees
Minutes of Meeting
November 8, 2018

Attendees: Stephanie McLaughlin, Nick Robertshaw, Brian Smith, Susan Stone, Karen Franco, Dennis Munnely, Amy Emke, and Brian Avery (Director)

Absent: Verna Carey

Call to order: Meeting was called to order at 6:50.

Minutes of Previous Meeting: Motion to approve by Stephanie & 2nd by Susan. All in favor.

Director's Report: A copy of the report was provided to all trustees. Items discussed were:

- The preference of having at least two library staff members at the Annex when a program is scheduled there outside of library hours. This will be discussed further by the Policy Committee.
- Closure days in 2019.
- Congratulations to the Pawling Library for receiving the MHLS Spotlight Award in recognition of leadership in the area of Emerging Technology.

Move to approve the director's report by Stephanie and 2nd by Susan. All in favor.

Treasurer's Report: A copy of the report was provided to all trustees. Move to file.

New Business:

1. Building and Grounds Update.
 - Roof: Work is scheduled to start soon.
 - Teen Room: Work on the Teen Room is nearly complete.
2. Finance Committee Meeting. Committee will meet to discuss 2019 budget the week after Thanksgiving.
3. Holiday Book Sale.
 - Book sale will take place Dec 7-9. Hours will be Friday evening 5-8:30, Saturday 10-4, and Sunday 11-2.
 - Book Sale Committee will meet on Saturday, Nov 10.
 - Set up will take place Thursday afternoon (Dec 6) 4 to 7; breakdown will take place Sunday afternoon (Dec 9) 2-4.
4. 414 Follow-up Discussion. There will be an ad in the Pawling Record thanking the community for passing the Library budget.
5. Board Development. Additional trustees are being sought.

Motion to adjourn by Stephanie, 2nd by Amy. Meeting adjourned at 8:45.

Respectfully submitted by: Karen Franco, Secretary

Next Meeting: December 13, 2018 @ 6:45 p.m.