

**PAWLING FREE LIBRARY**  
**Board of Trustees**  
**Minutes of Meeting**  
**September 12, 2019**

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

**Absent:** Virginia West, Amy Emke, Heather Fidler, Megan Burlington

**Guests:** Barry Ramage and Ric Swierat from Mid-Hudson Library System

**Call to order:** Meeting was called to order at 6:45.

**Minutes of Previous Meeting:** Motion to approve by Stephanie & 2<sup>nd</sup> by Brian S. All in favor.

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

- The annual Mid-Hudson meeting will be held October 25 at the FDR Museum.
- Annual sexual harassment training has been completed by most Board members.
- Circulation stats were up considerably this summer.
- Costs and options for streaming services were discussed.
- Use of the Bullet Aid money from the State Budget was discussed.

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

**Treasurer's Report:** Treasurer reported that we are on budget. A copy of the report was provided to all trustees. Move to file.

**New Business:**

- a. Buildings & Grounds Committee Update. A grant proposal has been sent to the Donaldson Trust for construction of ADA-compliant rest rooms in the Library.
- b. Policy Committee Update. Stephanie made a motion to approve the new Patron Safety Policy, the new volunteer application form, and the new library card registration form. Second by Brian S. All in favor.
- c. Public Relations. Thank you to Sean Tracy of Monstr in the Dark Productions for creating two promotional videos about the Pawling Library.
- d. Holiday Book Sale. The sale will be December 6-8, coordinating with the village tree lighting.
- e. 2021 Celebration. Goal is to have one activity per month throughout the year. Possible venue for the gala celebration is The Links at Union Vale, with a Jazz Age theme. Charge will be \$150 per person or \$250 per couple.

**Executive session.** Stephanie made a motion to enter executive session.  
Second by Brian. All in favor. Stephanie made a motion to exit executive session.  
Second by Susan. All in favor.

Motion to adjourn by Stephanie, 2<sup>nd</sup> by Karen. Meeting adjourned at 8:20.

Respectfully submitted by: Karen Franco, Secretary

**Next Meeting October 10, 2019 @ 6:45 p.m.**