

FAIRMOUNT COMMUNITY LIBRARY BOARD MEETING

Minutes June 19, 2019

Call to order

- A meeting of the Fairmount Community Library Board of Trustees was held at the Fairmount Community Library on June 19, 2019. Attendees included Alison Chamberlain (Board member), Dick Mahan (Board member), Gary Ferner (Board member), Mike Ranieri (Board member), Jen Grant (President), John Rittell (Director), Pete O'Mara (Board member), Patty Cherry (Treasurer), Brenda Shea (library staff), Joe Commisso and Patricia Commisso (Vendors attending for proposal). Members not present included Jeff Boyea (Vice President). The meeting was called to order at 6:35PM.

Public Expression

- No public expression

Reports

Director's Report

- John reports that there have not been any OCPL Director's meeting, and that there are none scheduled until September
- New Flagpole, courtesy of Eagle Scouts
- Electronic advertising of library programs on local trucks.
 - Effectiveness is not yet known, but the advertising thus far has been free of charge.
- Stats
 - John has been providing statistics in his director's reports. He is seeking a year to year comparison for Board and Library purposes.
 - Question regarding what "bibs" refers to.
- Disaster planning
 - John has drafted a disaster plan and requests that the Board vote electronically to approve the same.
 - Once approved, the plan will be available to staff in the library

Treasurer's Report

- No Treasurer's report available at this time, but the same will be forthcoming.

Follow up

- Website proposal
 - Brenda Shea and John Rittell discussed the website proposals
 - Syracuse Design proposal was most beneficial in terms of the library's needs and budget
 - Board members voted unanimously to accept the Syracuse Design proposal
 - The new website is slotted to launch in Fall 2019.
- Carpet Proposal

- Joe and Patty Comisso of Joy Carpet attended the meeting to discuss their Carpet Proposal
 - They have previously carpeted the Mexico Library
 - They propose Carpet Tiles
 - Nylon carpeting is preferable, and tiles will allow easily replacement if necessary. It is recommended that the library purchase some extra boxes in case styles go out of stock in the future.
 - Joy's proposal comes in at \$12,716. This will include moving furniture and books, as well as working during times that the library is closed. This does not include extra boxes of tiles.
- John will circulate other carpeting quotes
- School Board Election
 - Gary suggests that the Board campaign the community prior to the next school board election, so that the public is more aware of the impact that a "YES" vote to approve the library budget has on the community.
 - Gary volunteered to be the point person for this effort next year when the vote is pending.
- Audit
 - A third quote for the audit was obtained.
 - Patty and Jeff will update prospects that we are holding off on the audit at this time, but expect to commence with the audit at a later date.

Election of Board Members

- The following Board Members were elected as officers:
 - Jennifer Grant – President
 - Jeffery Boyea – Vice President
 - Patricia Cherry – Treasurer
 - Alison Chamberlain – Secretary

Action Items

- John will obtain a proposed hourly rate for handyman Jack McCarthy
 - John will further verify the comp rate with Nick Masterpol and circulate the same to the Board
- John will circulate other carpet quotes to the Board
- John will check into the issues Patty and Jeff are having with their emails from him.
- John will follow up regarding the question of what "bibs" refers to on the stats provided.

Board Approval(s)

- Website proposal
 - The board voted unanimously to approve the Syracuse Design proposal for the website redesign and launch
- Meeting Time Change
 - In July and all following months, the board will meet at 7:00 pm on the Third Wednesday of the month, as opposed to 6:30 pm.

- April Meeting Minutes
 - Approved unanimously

Adjournment

Meeting Adjourned at 7:45 PM for executive session

Executive Session

- Discussion of Personnel issues

Adjourned at 8:00 pm. The Next meeting is scheduled for July 17, 2019 at 7:00 pm.