

**James Prendergast Library Association
Board of Trustees
Minutes of the Meeting Held on November 15, 2018**

1. President, Joni Blackman called to order the Board of Trustees Meeting at 5:19PM.
Present: Micki McCray, Lynn Warner, Kris Denslow and Rob Hewitt
Excused Absence: Ned Lindstrom, Dan Hickman and Maggie Scorse
Staff present: Tina Scott and Janet Mescall
2. Public Comment – None
3. Consent Agenda – A motion was made (Kris Denslow/Lynn Warner), passed and carried to accept the agenda as listed.
4. Treasurer’s Report –

ED Tina Scott presented the financials for October. She noted that overall figures are within expected ranges. A motion was made (Rob Hewitt/Kris Denslow), passed and carried to accept and file said report.
5. Nominating Committee -

President Joni Blackman stated that the committee is working on establishing a desired skill set for potential members and asked all current members to share their ideas on what the board needs going forward.
6. Director’s Report –

Tina Scott (ED) noted the report had been sent to all Board Members in advance and asked if there were any questions (none). Several highlights were mentioned including an update on the search for a new Director for CCLS (3 finalist candidates – process should be complete by January); there were 54 various programs held in October with almost 200 attendees; almost \$75,000 in grant requests were submitted; and volunteer hours for the month were 33.25.
7. New Business –
 - a) Personnel Handbook Updates – Sexual Harassment Policy – A motion was made (Rob Hewitt/Lynn Warner), passed and carried to adopt the NYS approved Sexual Harassment Policy as presented by ED Tina Scott. A poster will go up on the Employee Bulletin Board, training will begin tomorrow for all staff and the policy will be placed on the staff website.
 - b) Art auction update – Tina Scott was appraised by Sotheby’s that the auction of our last remaining artwork will be postponed from this month until January. It was their feeling that this would generate more interest from bidders.
8. Unfinished Business –

Tina Scott (ED) reported that the new Book Bin (for donations), which was built and donated to the library by Blackstone Advanced Technologies has been

delivered and set up near our back door on the delivery dock. She also reported that Allied Alarm had finished installing the new security cameras.

9. Next meeting is December 20, 2018 in the Fireplace Room. A small Holiday Party will be held after the meeting; everyone is invited to stay.

A motion was made (Kris Denslow/Lynn Warner), passed and carried to adjourn the meeting at 5:45pm.

Respectfully Submitted by
Micki McCray
Secretary