

MAXWELL MEMORIAL LIBRARY  
MONTHLY MEETING'S MINUTES  
Monday, May 21, 2018

PRESENT: Trustees: Lucille Adorante, Donna Breen, Michael Dendis, Cynthia Drake  
Director: Amanda Perrine

ABSENT: Trustees: Megan Glass, Sue Mezey, Barb Parsons

CALL TO ORDER: 6:00PM

Welcome and Visitor Acknowledged: Cheryl Robinson, Member of the Friends

REPORTING:

Motion was made to dispense with the reading of the minutes from April 16<sup>th</sup> meeting by Mike Dendis, seconded by Cynthia Drake. Unanimous vote in favor.

Motion was made to accept the minutes from April 16<sup>th</sup> meeting by Mike Dendis, seconded by Donna Breen. Unanimous vote in favor.

TREASURER'S REPORT: Presented by Mike Dendis.

\* April 30<sup>th</sup> end balance - \$134,088.47

\* April revenue \$1,112.00

\* April total operating expenses - \$25,277.00

\* April expenses over receipts - \$24,155.00

Motion to approve treasurer's report was made by Donna Breen, seconded by Cynthia Drake. Unanimous vote in favor.

DIRECTOR'S REPORT: Presented by Amanda Perrine

\* Tax referendum passed

\* Attended two budget meetings at WGHS

\* Amanda Travis is now at NOPL as overall director. Position needs to be filled.

\* Memorial Day Parade 9:00AM Monday. The library float will have children dressed as book characters handing out bookmarks.

\* 390 letters sent to area businesses requesting donations for the Centennial.

\* Centennial deemed a great success. Lucille will send a thank you card to Rena Brower for all her work to make it such a success.

\* Strategic planning- need to create a fund-raising calendar.

\* Collaborating with Fairmount Library in flier re: summer reading program

\* Create "kits" to loan out to kids this summer inspired from "The Healing Library" webinar using De Francisco money.

Motion was made to accept the director's report as presented by Cynthia Drake, seconded by Mike Dendis. Unanimous vote in favor.

PRESIDENT'S REPORT: Presented by Lucille Adorante

- \*Amanda and Mike are beginning to work on the annual budget due in September
- \*Next meeting will be June 18, 2018.

FRIENDS OF THE LIBRARY REPORT: Presented by Lucille Adorante.

- \*Barb Parsons and Lucille went to their luncheon meeting May 1<sup>st</sup>
- \* Next meeting is June 5<sup>th</sup>, 11:00 at the library
- \*25<sup>th</sup> anniversary in July to be celebrated with a luncheon at The Inn Between
- \* They will have a table at the parade

COMMITTEE REPORTS: Presented by Amanda Perrine

- \* First fund-raising committee meeting generated and sent out letters to local businesses
- \*Address labels for all businesses in 13031 procured for \$50

OLD BUSINESS: none

NEW BUSINESS:

- \*Weather closing policy tables to June meeting to be made official
- \*Workshop entitled, " Getting Started Creating and Sustaining a Friends Group for Your Library " to be held Wednesday, June 20<sup>th</sup> at Cazenovia Public Library from 9:30 AM -noon.
- \*Lucille will send Kris Northrup an e-mail thanking her for her service to the Board
- \*Social media policy with Friends and MOU agreement will be voted on at June meeting.

ADJOURNMENT: 6:43 PM

Motion to adjourn was made by Cynthia Drake, seconded by Mike Dendis. Unanimous vote in favor.