

Edith B. Ford Memorial Library
Ovid, NY
Board of Trustees, Minutes of Meeting
DRAFT

Meeting Date: 15 March 2018

A regular meeting of the Trustees of the Edith B. Ford Memorial Library was held at the library.

Present: Sally Eller, Lisa Brown, Jean Currie, Barbara Gerlach, Mary Lou Schwartzberg, Chris Willson,

Excused: Mark Jauquet, Honorine Rock, Shannon O'Connor

Guest: Bruce Craft

Call to order: President Eller called the meeting to order at 5:30pm. A quorum was present.

Approve Agenda: *Motion by Currie to approve the agenda. Motion passed.*

Approve Minutes: *Motion by Schwartzberg to approve the minutes of 15 February 2018 with a correction to those in attendance. Motion passed.*

Motion by Willson to approve the minutes of the Special Board Meeting of 5 March 2018 with a correction to a date. Motion passed.

Approval of Expenses and Treasurer's Report:

- *Motion by Currie to approve all expenses as presented/paid by the Treasurer. Motion passed.*
- The internal audit of the financial records carried out by the Internal Audit Committee was satisfactory.
- Bills for internal costs for the Capital Campaign (staff hours, fund-raising etc.) need to be reviewed by the Internal Audit Committee. External costs (construction etc.) are currently reviewed by the President.
- The Board had questions for Jauquet re bank and investment statements being on Google Drive and the current locations of the endowment funds.

Directors' Report: O'Connor's report had been provided. Program figures were confused and need correction.

Committee Reports:

- ⤴ *Advocacy/Sustainability/Fundraising:* Currie reported the good news that both houses of the state legislature have restored, and in some cases increased, library funding as the budget negotiations get underway.
- ⤴ *Building/Grounds/Equipment:* No report.
- ⤴ *Executive/Board Development:* The Board had reviewed online information about the organization and oversight of public libraries in NYS.
- ⤴ *Building Expansion/Capital Campaign:* Currie noted the minutes of the committee for March 6. We may need to raise \$1M more to ensure enough for the endowment to cover increased salaries etc.
- ⤴ *Building Expansion/Steering:* Craft and Eller reported the following:
 - SWBR will come March 21 with more finishes to choose.

