

Interlaken Public Library
8390 North Main Street, P O Box 317
Interlaken, NY 14847

January 9, 2018

Interlaken Library Board of Trustees Meeting

Present: Trustees-- Mimi Schaffner, Laura Teeter, Marty Schlabach and Josephine Swanson;
Chelsea Stirlen, Director; Linda Van Curen, Treasurer; Guests—Jacqui Boda and Michael Bergren

President Schaffner called the meeting to order at 7:00 pm.

Ms. Boda and Mr. Bergren are prospective new trustees and shared their background. Ms. Boda has recently moved into the Village, was a member of the Van Etten Village Board and has experience with accounting matters. Mr. Bergren also has recently moved to the Village, has served as a director of facilities for a large nonprofit in Philadelphia and currently directs facilities for ARC of Schuyler County,

Approval of Minutes

The Board approved the minutes of December 4, 2017 by unanimous consent.

Correspondence

Thank you notes were sent to Mr. Marty Schlabach and the Ovid Willard Lions Club for recent donations.

The Library received correspondence announcing grants from the Trumansburg Rotary Club and Friends of the Tompkins County Library.

Senator Pam Helming contacted the library announcing the availability of state support, also known as “bullet aid”, and requesting a proposal for use of funds.

Director’s Report

A written report was provided and discussed; (see attached). Trustee Schlabach will represent the Board at the Trumansburg Rotary meeting January 11 to accept the \$450 award for support of the Chair Yoga grant.

The Director described ideas for outreach to groups in the community with the Board contributing suggestions: a learning lab for home schoolers, a classic book collection for Amish and conducting a survey of Village residents using the water bill mailing.

Financial Report

A copy of financial report documents was provided in advance of the meeting and is included in the library's record. The Treasurer's January 6 letter to the Board, also in the library's record, outlined actions taken since the last meeting, and research on endowments and memorial funds.

The Treasurer provided an overview to financial reports, explained that dividends from Exxon Mobil stocks are deposited into the checking account for operational use, and requested board action on opening two new checking accounts at no additional cost for the library.

L. Teeter moved and J. Swanson seconded that two new checking accounts be opened: a memorial fund account and a capital use account for managing tax supported "bullet aid". Motion passed unanimously.

J. Swanson moved and M. Schaffner seconded that the Board approve the 2018 budget. Motion passed unanimously.

L. Teeter moved and M. Schaffner seconded that the Board formally accept the grants from the Friends of the Tompkins County Library, the Delavan Foundation and the Trumansburg Rotary. Passed.

J. Swanson moved and L. Teeter seconded that the Treasurer is authorized to issue the necessary 1099 forms. Passed.

J. Swanson provided a cover letter to Tompkins Trust Financial to accompany the signed board resolution authorizing the treasurer to invest library funds as directed by the board. This completes the necessary update on the account's records.

Reports of Committees

The **Seneca Shares Meeting is 12 noon January 16 at the Seneca Falls Library**. President Schaffner will attend and other trustees are welcome. The Director has a library program conflict and cannot attend.

Old Business

The Barnes and Noble Book Fair fundraiser yielded \$857.20.

Ideas for recruiting new trustees included: seeking individuals of varying ages to represent populations in the community including seniors and young families, running a banner on the library's webpage, preparing articles for the Interlaken Review on new trustees and the librarian (would also serve as outreach PR and recruiting other volunteers), seeking individuals who offer expertise in legal matters, marketing etc. President Schaffner will follow with the paper to interview Director Stirlen. J. Swanson will work with the Director to prepare an ad to seek residents interested in serving as a trustee.

New Business

The Director will send an email to the Board to gather suggestions for use of 2018 bullet aid. The deadline for sending our request is the end of January.

An event to recognize the service of Rhea Ike, former trustee, is planned for 2018 Interlaken Old Home Day, the second Saturday in June. Flower planters to decorate the front entry were also suggested for the recognition.

Additional New Business items including new policies were deferred to upcoming meetings.

J. Swanson moved and L. Teeter seconded to adjourn. Meeting adjourned at 8:40 pm.

Next meeting is February 13 at 7:00 pm.

Submitted by Josephine Swanson, Secretary