

**Croton Free Library**  
Board Meeting Minutes  
October 15, 2018

**PRESENT**

Trustees: Leslie Ellis, President (19), Marianne Merola (22), Sharyse Eisinger (20), Sid Franks (22), Adora Lam (20), Susan Ranis (19), Lynn Kauderer (23)

Croton Library Association: Karen Zevin, President

Library Director: Jesse Bourdon

**ABSENT**

Trustees: Ned Rust (23), Mary McFerran (21)

Call to order: Leslie called meeting to order at 7:34pm

September 2018 minutes approved as amended.

**Updates**

- See Jesse's attached report for library material circulation statistics.
- Visitors: next month will be one year since first reporting with meters at both library entrances.
- Audit report expected by next meeting at latest.
- The library's collections of yearbooks from 1942-1989 will be digitized by Oklahoma Correctional Industries (OCI) at no cost to the library. Once the project is complete, patrons will have access to indexed and searchable content.
- Books in the children's section have been thoroughly resorted and rearranged to create an easier layout for patrons.
- In the library's ongoing efforts for paper reduction, physical copies of documents for future board meetings will be minimized, and available on request instead.

**Committee Reports**

Treasurer's Report

Sid distributed and discussed budget performance information.

Croton Reads

This year's effort will have a multi-event format. Details will be announced in time for Book and Bake sale.

Publicity

Susan described quarterly newsletter.

### Building and Grounds

Jesse informed that Gloria Laemmel is helping with gardening on site, and he is investigating lining the driveway.

### **Association Report**

Karen described how materials used for the annual drive will feature an illustration by a local artist and a new theme highlighting different ways the community defines the library's identity and usefulness. The Association is also seeking additional fundraisers that are less labor intensive than current ones. Ideas include selling higher end merchandise centered around a library theme, with the Croton Free Library's logo. There is ongoing discussion about creation of that logo, and the Association and Library Director are open to suggestions.

### **Old Business**

No old business discussed.

### **New Business**

- The Board will begin discussions at next meeting to determine the appropriate member complement, and how that number consequently affects the charter. Jesse will survey other library directors to learn how many board members they have.
- Leslie suggested the creation of a training manual for new Trustees. The group supported this idea.
- A local author mentioned Croton Free Library in an upcoming New York Times feature.

### **Public Comment**

There were no comments.

Meeting adjourned 8:43pm

Next Board meeting: November 12, 2018 at 7:30pm

Respectfully submitted by Adora Lam, Secretary