

**TOWN OF ROME
LIBRARY BOARD MEETING MINUTES
LESTER PUBLIC LIBRARY
1157 ROME CENTER DRIVE
5:00 PM, WEDNESDAY, NOVEMBER 13, 2013**

BOARD ATTENDEES: Jeanne Osgood, Pam Hyland, Elaine Momsen, Jerry Wiessinger, Jill Reese, Bill Lindroth and Keith Johnson.

LIBRARY STAFF: Lore Ponshock, Marilyn Bailey & Jan Hatton

FOUNDATION REPRESENTATIVES: None

Meeting called to order by President Jeanne Osgood at 5:00 p.m.

CERTIFY POSTINGS: Agenda faxed on November 7 to Rome Town Hall at 2:59 p.m., US Bank at 2:59 p.m., Nekoosa-Port Edwards Bank at 2:59 p.m., Pritzl's Trading Post at 3:00 p.m., emailed to The Daily Tribune at 3:00 p.m. and posted at the Library at 2:58 p.m.

APPROVAL OF MINUTES: Lindroth motioned to approve the minutes from the October meeting. Reese seconded the motion. Motion approved unanimously.

BILL APPROVAL: Momsen motioned to approve the bills from October and November 7. Lindroth seconded. Motion approved unanimously.

CORRESPONDENCE AND RECOGNITION: A Thank You note was received from the Adult Day Care group. Lori Pritzl nominated the library for a BP Grant through Hartland Fuel Products LLC and the expansion project was awarded \$4500 which has been deposited in the Incurage account. Jan Hatton received a certificate for her two years of service to the library. Marilyn Bailey received a certificate for her 11 years of service. Lore Ponshock was awarded the Leadership Award for her 11 years of service. A motion was made by Wiessinger and seconded by Lindroth to purchase \$50.00 gift certificates to amazon.com for the library staff as a thank you gift. Motion approved unanimously. Funding was provided by a donation to the library.

REPORTS:

Foundation Report: An email was received from Mary Ann Benkowski. The Foundation will decide at their November meeting whether to support NYAT and the fundraising appeal letter.

Friends of the Library Report: Lindroth will attend the Foundation meeting.

Library Director's Report: In addition to a written report, Ponshock passed out library statistics for the month. Children's book use has gone up.

Town of Rome Report: J. Wiessinger reported the Board approved installation of LED lights for a 30% return on the investment. An extension of the fire protection agreement with the Town of Saratoga was approved. Terry Anderson will serve as the temporary Town Clerk. The budget review and approval meeting will be held Tuesday, November 26 at 6:00 p.m. at the Town Hall.

Reese motioned to approve the reports as presented. Momsen seconded. Motion approved unanimously.

2013 BUDGET: The Book Systems entry will be moved to the IT account. Wiessinger motioned to approve the budget report through October. Lindroth seconded the motion. Motion approved unanimously.

BUDGET 2014: Nothing changed from the initial discussion.

POSTING FOR BOARD POSITIONS: Lindroth and Osgood will need to submit letters to express their interest in remaining on the library board to the Town Board for the December meeting

DISASTER PLAN: Ponshock and Hyland met and discussed the logistics of a plan. Hyland will check with Tri-Lakes Management. Ponshock will check with the insurance company. Ponshock will talk with Jon Sonnenberg about making a video tape of the inside of the building.

CAPITAL CAMPAIGN REPORT: Letters to donors were mailed out with the help of many volunteers. The next meeting is set for Monday, December 9 at 10:30 a.m. at the Town Hall.

INCOURAGE 1:1 DISCUSSION: Johnson report that Incourage is looking at a fee structure for the networking program and he will keep in contact with Mr. Mancuso.

NEXT MEETING: The next monthly meeting will be Wednesday, December 11, 2013 at 5:00 p.m. Agenda items: Board positions, CCC

ADJOURNMENT: The meeting was adjourned at 6:00 p.m. Motion by Wiessinger. Second by Lindroth. The motion was approved unanimously.

Respectfully submitted,
Pam Hyland
Secretary