

Minutes of the Lyons Falls Library Board Meeting  
November 2, 2017

Members present: Donna, Susan, Elaine, Kathy, Sharon, Carol and Kristine

Secretary's Report: Read and approved on a motion by Susan, seconded by Kristine.

Treasurer's Report: We received a mini grant award for large print books. To date our gift card raffle has been successful. A winner will be drawn each day for the month of November. Tickets are still available. Treasurer's report was approved on a motion by Susan, seconded by Kristine.

Director's Report: The incentive grant has been completed and was mailed in October 26<sup>th</sup>. Awards will be through direct deposit in December. All three parts are worth \$700, providing we met all the requirements.

We will be hosting "Everyone Serves Families with Young Children" by Angela Newman, youth services consultant at NCLS. Other libraries have been invited and a date will be selected soon.

Carolyn attended a reports class and will be working on the tax cap paperwork on November 13<sup>th</sup> at an open lab session at NCLS.

The Adirondack Experience pass was used only twice this summer. Carolyn suggests we purchase the pass again next summer and work on getting the word out to draw more attention to the opportunity.

The Web Tune Up grant is for \$100 and is due by November 17<sup>th</sup>. Carolyn is working on putting our minutes on the web page.

The library needs to do an inventory of holdings. this involves scanning each book and checking for incorrect records. All of the NCLS holdings will be pulled and we need to determine whether to keep them (and re-barcode them to our library) or discard them. Most will be discarded.

Headstart comes to the library each Thursday with 14-16 children and checks out as many books.

Old Business: We had 49 children at the village Halloween party sponsored by the Library, fire department, auxiliary and village. Halloween treats were dropped off at the High Falls apartment residents. A thank you note was received and read.

Cooperative Extension has no new programs offered at the present time. We will host the garden in a container again in the spring.

New Business: Kathy attended a workshop on Essential Policies. Our computer sign-in sheets need to be shredded daily. Suggested policies include: hiring, welcome packet for volunteers and a packet for new trustees. NCLS has many forms on their website to use as a model.

Patron Appreciation Day will be held Saturday, November 18<sup>th</sup> from 8-12. A children's story hour on hibernation will be held at 10:00. Drawings for adult and children's books will be held. Refreshments will be served.

Funding from the National Register of Historic Places is competitive and an involved application. Funding is accepted twice a year. We will seek guidance from the Tug Hill Commission.

Ancestry Workshop: A follow up workshop will be planned where participants to actually use the computers to do research. Carolyn is working on setting up a date.

Elaine took the geraniums to the SL agriculture class so they can propagate plants for the spring.

Carol and Lisa are working on the Walmart grant. Carolyn suggested purchasing an ipad for to download large print media for members to borrow. Sharon thought she had a digital camera to donate to use for publicity. Once a budget is developed, we will submit the application.

Children's Program: We have an opportunity to have the characters Anna, Elsa and Olaf visit the library. We will work out details on date and activities.

Donna requested we skip the February meeting rather than the January meeting this year.

Next meeting: December 6th at 5:00 p.m. The meeting was adjourned at 5:47 p.m. on a motion from Susan, seconded by Elaine.