Fair Haven Library Board Of Trustee’s Annual Meeting

January 4, 2023

The Annual meeting of Fair Haven Library Board of Trustee’s was called to order at 5:05 PM by Vice-President Randy Lawrence. Trustees present were Matt Osterhaudt, Henry Spang, and Joan Spang. Also present was Library Director Allen Tompkins. No public attended.

Randy asked for a motion to accept the agenda. Matt so moved, Joan second, motion passed unanimously

Randy presented a list of officers for the Board of Trustee’s:

President: Randy Lawrence

Vice-President: Matt Osterhaudt

Secretary: Joan Spang

Treasurer: Jean Wilkinson

Hank motioned that we accept the presented slate and cast one vote for all. Joan second the motion. The Board voted unanimously to cast one vote for all. Motion carried.

SECRETARY’S REPORT: Matt made a motion to accept the minutes of September 28, 2022 and the minutes of the “Special” Board Meeting December 14, 2022. Hank second. Motion passed unanimously.

TREASURER’S REPORT: Jean E-mailed the report prior to the meeting. Joan motioned that we accept the report, Matt second. Motion passed unanimously.

DIRECTOR’S REPORT: The Director’s report was E-mailed to Trustee’s prior to the meeting and is attached. Allen noted slight increase in circulation after the Covid years and is especially happy with in-person programs for adults and children’s. Fair Haven/Red Creek Rotary Grant was especially helpful and very successful. Seven people attended the 3-D Printer presentation and one person used the printer.

Item 5: Allen commented that FLLS new Polaris Vega program that should be a good addition to aid in Library functions.

Item 6: Allen is grateful for $2,000 Grant from FLLS to help with collection development.

Item 9: To facilitate the tracking of trustee educational requirement Allen will be updating our by-laws.

PRESIDENT’S REPORT: Randy listed the following highlights of 2022: new windows and roof of Library, hiring a financial assistant to help with end of year report, 3-D printer, obtained Chrome Box computer, received Museum Passes for children, Library became Fine Free.

Allen stated he participated in the United Way Day of Caring in July and would be asking for their assist this summer to help him with weeding our collection and as part of the end of year report Allen will prepare an updated pamphlet that will be available for patrons to review.

Randy talked about the upcoming Trustee Educational Training Program to comply with NY State Education Law. This program will add 2 hours of additional training to the 2 hours of Sexual Harassment training presently required. The Director will be required to track and verify Trustee participation on the End of Year report beginning 2024. FLLS will offer training to the Director. A sample of Trustee Education Policy was passed out for review. Trustees felt the policy as written looked good and a motion was made by Matt to adopt it as written and would be named “Fair Haven Public Library Trustee Education Policy” as an addendum. Joan second. Motion passed unanimously. This new policy is attached.

NO OLD BUSINESS

NEW BUSINESS: We will need to have a “Special” meeting in February to approve the End of Year Report. Allen will set time and date for this meeting and notify Trustees. Any Trustee needing to renew the Oath of Office at the Village office will be notified by Allen.

Discussion was held on meeting dates and time. Instead of 5:00 PM we decided to meet a 1:00 PM.

Meeting Dates will be Tuesday April 4, June 6 and Oct. 3

All meetings will be held in the Library at 1:00 PM. Allen will post notices I week in advance in 6 locations in the Village.

Randy asked for a motion to adjourn. Matt so moved. Hank second. Motion passed unanimously.

Randy adjourned at 6:10 PM.

Respectfully Submitted

Joan Spang