Fair Haven Library Board Of Trustee’s Meeting

April 4, 2023

The meeting of Fair Haven Board of Trustee’s was called to order at 1:00 PM by President Randy Lawrence. Trustee’s present were Matt Osterhaudt, Henry Spang, Joan Spang and Library Director Allen Tompkins. Jean Wilkinson was excused. No public attended.

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

SECRETARY’S REPORT: Randy asked for approval of the secretary’s report from Jan. 4 and Feb. 21 meetings previously E-mailed to Trustee’s. Allen noted error in Feb. 21 minutes for patron visits following covid were up by 100 not 1000. Matt motioned to approve minutes with the correction, Hank second, motion carried unanimously.

TREASURER’S REPORT: The report was E-mailed to Trustee’s prior to meeting. Allen noted that he signed the contract with Cayuga County for the yearly amount of $3,500. Allen also noted that Terry Pawlenko our Financial Assistant has completed both End of Year and Comptrollers Report and Allen will remind her to submit her bill to Jean. Joan motioned to accept the Treas report, Hank second, motion passed unanimously.

DIRECTOR’S REPORT: Director’s report is attached. Allen Commented on the following:

Item 2 – warranty on one public laptop will expire. Pricing for computers will be available in May/last year’s price was $800

Item 3 – as many as 13 children/adults have attended one of the story hours

Item 4 – Allen has submitted an article in the new “Fair Haven Destinations” brochure to be widely distributed throughout the Fair Haven area – great idea, thanks, Allen.

Allen said we had a problem with shoveling the walk going into the Library and he will be working it out with the Village. Stanley Steamer has been contacted to clean our carpets on Sat of Memorial Day weekend. Allen noted he has been called for Jury duty next week.

PRESIDENT’S REPORT: Randy said that more information is coming out on Trustee’s Training programs See attached 2023 Trustee Handbook Book Club Schedule report. He noted these sessions will be on-line, and advertised in Trustee’s Newsletter. Allen will verify Trustee’s sessions. Randy also thanked Allen and Terry for completing and submitting the End of year Report and Comptrollers report Randy read a Resignation Letter from Hank and Joan as of June 1, 2023 after many years of service. Matt made a motion to accept the resignations with regret, Joan second, motion carried unanimously. Randy presented two candidates for these positions – Jeanette Smith and Eileen Sawyer who are willing to take on the responsibility. Randy will send a letter to Mayor James Basile asking him to present the names for approval by Village Board. Matt made a motion to present Jeanette and Eileen for approval. Joan second, motion passed unanimously

OLD BUSINESS: Discussion about purchasing a book for the Library in memory of Linda Clum.

NEW BUSINESS: Allen said we need to have a policy for Collection /Material Development. He will inquire about Policies used by other Libraries. He also noted that he and Elaine are working on our Summer Reading program.

Randy asked for a motion to adjourn, Matt so moved, Joan second, motioned passed unanimously. Meeting adjourned at 2:00 PM. The next meeting will be held June 6, 2023 at the Library at 1:00 PM.

Respectfully Submitted,

Joan Spang