

Pulaski Public Library Board Minutes  
October 9, 2018

Present: Jim Butler, Elaine Delaney, Warren Leib, Roy Randall, Eileen Soika, Mary Williams, Dawn Myers - Library Director

Absent: None

Visitor(s): Jan Tighe, Elizabeth Woods

President Jim Butler called the meeting to order at 4:04 pm.

A motion was made by Mary Williams to approve the agenda with the additions of a Treasurer's Report and a Friends Report. It was seconded by Jim Butler, voted upon, and carried.

Minutes: A motion was made by Eileen Soika to accept the minutes of the September 11, 2018 meeting. It was seconded by Roy Randall, voted upon, and carried.

Treasurer's Report: A motion was made by Warren Leib to accept the treasurer's report. It was seconded by Jim Butler, voted upon, and carried.

Bills to be Paid: A motion was made by Mary Williams to approve the payment of bills in the amount of \$1,992.99. It was seconded by Eileen Soika, voted upon, and carried.

Discarded Equipment: Director Dawn Myers reported that there are 3 book shelves the library wants to sell. Lynn Brodeur has posted them for sale on the NCLS website in all four counties.

Friends Report: Elaine Delaney stated that in order to have another book sale next summer, the Friends are in dire need of a place to store book donations from the public. Mary Williams offered to check on the possibility of a local business person who may have some space available and will get back to the board with her findings.

Director's Report:

Equipment: Dawn Myers stated reasons why a dual monitor system would enable her to more efficiently do her job. She requested the approval of the board to purchase a dual monitor system.

\*A motion was made by Warren Leib to purchase a dual monitor system for the director's desk in the amount of \$230.00. It was seconded by Eileen Soika, voted upon, and carried.

Grants: Partnering with community agencies that are applying for Shineman grants. Dawn has written letters of support for the Tug Hill Land Trust which would bring free story times about nature to the library. Symphoria would put on free concerts for the community at the library.

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Closed and Open Days at the Library: Dawn requested to be open on Dec. 2, 2018 for Light Up Pulaski. The Pulaski High School band will perform. A gingerbread house craft will be provided for children to participate in and there will be an Annual Raffle Extravaganza.

NCLS has requested a list of days that the library will be closed in 2019.

\*After the board reviewed the list, Eileen Soika made a motion to approve the 2019 closed holidays calendar that Dawn prepared along with her suggestions. It was seconded by Roy Randall, voted upon, and carried.

Dawn will submit the calendar to NCLS by October 31, 2018.

Marketing: Dawn reported that she has designed a new WELCOME brochure for the library.

She also stated that a library newsletter is in the works to distribute via email along with printed copies to be available in the library. She is hoping to be able to do a newsletter monthly once the Facebook follows and email list is built up.

Dawn reported that Lynn Brodner made her the administrator of the Pulaski Public Library Facebook Page. When she began 3 weeks ago there were 282 likes and currently the page has 314 likes.

Dawn reported that a free marketing campaign is available through SUNY Oswego for the Spring Semester. They will do a survey of the community and come up with ideas for where we can improve current marketing strategies. The board agreed that this would be a worthwhile service to the library.

Donations: Dawn reported that a young boy donated \$37.45 of his own money to the library to be used on children's books. She sent a thank you to him and children's books have been purchased with his donation.

Programming: Family Fun Night - Thursday, October 18 - 4:30 - 6:00 in the library  
Charlie Brown Thanksgiving - November  
Lights in the Library - December

Other programs in the works: Nutrition classes and a Nature series class

The next meeting will be November 13, 2018 at 4:00 pm.

President Jim Butler asked for a motion to adjourn the meeting. Mary Williams made a motion to adjourn the meeting at 5:20 pm. It was seconded by Jim Butler, voted upon, and carried.

Respectfully submitted:

Elaine Delaney, Secretary