

Watkins Glen Library Board of Trustees

Minutes

December 12, 2018

The Watkins Gen Library Board of Trustees met at the public library on December 12, 2018. Present were: Duke Argetsinger, Anthony Fraboni, Stacey Edwards, Maggie Field, Stephen Salino. Absent: Judith Phillips

Minutes were approved as read. Motion made to accept by Tony, seconded by Maggie. All were in favor.

Treasurer's reports were accepted for November. Motion made by Tony to accept, seconded by Stacey. All were in favor.

Director's Report

- Evening hours tally sheet implemented. Getting good information.
- Hired snow shovelers
- Statistics: most items down, a few are up.
- Judy and Stephen attended Sexual Harassment training as STLS. Gist of the training—if you see something, say something. If someone reports an incident to staff we must report it. The policy and complaint form need to be adopted in order to be compliant.

A motion was made by Duke to adopt the sexual harassment policy and complaint form distributed at last month's meeting into the handbook. Seconded by Tony. All were in favor.

The library received a memo from Hunt Engineering regarding the roof. *Post meeting—Stephen has asked John Franzese to investigate adding a vapor barrier in the attics, Stephen is going to call Hale Roofing regarding the repair quote given to Duke (and accepted). The quoted repairs and Hunt's recommendations overlapped.*

Meeting adjourned at 4:30pm after motion to adjourn made by Tony, seconded by Duke and accepted by all.

Next meeting is currently scheduled for January 9, 2019 at 4:15pm.

Minutes submitted by Stacey Edwards, Secretary.