

The meeting of the Cherry Valley Memorial Library Board of Trustees was called to order on October 4, 2017 at 7:01 pm by President Kathleen Taylor. A quorum was present: Pam Plymell, John Ferguson, Keith Wilcox, Kathleen Taylor, and Diane McGrath. Additionally in attendance were Claire Ottman, Librarian and guests Adam and Claire from Community Bank (formerly Wilber Bank). Absent: Chris Barown and Laura Horvath.

The meeting began with group discussion with Community Bank guests on the investment on behalf of the CV Memorial Library. Three pages of investment review were provided. See attached. The market value as of October 4, 2017 is \$484,520.14. Pam reviewed the history of the stock gift and decision to seek assistance on the investment from Wilber Bank. Adam reviewed the guidelines / instructions provided by the CV Memorial Library Board of Trustees to the bank for management of the holdings including securities, equities, stocks, and bonds.

The group then discussed the plan for an addition to the library starting in 2018. If NY State guidelines in 2018 are similar to those in 2017, the library will need to cover 25% percent of the entire cost. Plan is for fund raising. Recommendation would be for the library to take a loan for expenses not covered rather than to remove monies from the Community Bank investment due to the average income from the investment being 6% compared with the interest on the loan being 4%.

#### Old Business:

Addition / upcoming Building Project: Tentative plan is for grant to be sought during Summer of 2018. Drawings for additional space for handicapped accessible bathroom, small porch area exit with steps to lawn behind right side of building with revision of properly graded ramp in front of library main entrance with upgraded walkway from village sidewalk are currently with Chris Barown. The group discussed the possibility of other items such as a stairway from street level but these suggestions were decided against at this time. Pictures have also been taken. As action will need to commence by June 2018, plan to resume discussion and action plan at our April 2018 meeting.

Treasurer's report was presented and reviewed by the group. The Four County Library System is listed as \$3631.77 less in 2017 than 2016. This is because NYS Senator Seward's office has not yet sent the expected \$3000 check for 2017. This is hoped for within the next few months. See the attached report.

Our insurer has recommended to Pam Plymell, Treasurer for the library to increase our insurance liability coverage from the current \$300,000 to \$1,000,000. Motion by Keith Wilcox with Second by Pam Plymel and passed by unanimous vote.

In December 2017, the NYS minimum wage will increase by \$0.70 /hour. It was discussed by group to increase Claire's wage by \$0.70 / hour starting January 1, 2018. Motion made by John Ferguson and was Seconded by Keith Wilcox. Passed by unanimous vote.

#### New Business:

The group discussed patron's concern about the frequent cars standing in the no – parking zone in front of the library using the WiFi. Patron suggestions included posting signs on the library. The library is unable to enforce the no parking zone. Suggestions were made for changes in signage possibly by village to include No Standing or Parking. It was noted that vehicles parked or standing in the “No parking” zone are a daily occurrence and pose a visual obstruction for traffic attempting to pull out of side street adjacent to library onto Main Street.

Fundraising letter for 2017 is due to be composed and mailed. Suggestions were made to increase the mailings to include not only the local property owners, but to add all adult library members and temporary library members who join for the three summer months. Diane has volunteered to fold, label and stamp all letters to be mailed or to host a group work session at her home in October as the mailings should all be posted before mid-November in order to obtain the best results in responses.

Paul Schechter will be coming to remove the old computers that are no longer functional for the library. He will also help remove a kids computer table that is not useful to the library.

The slate of officers for the Cherry Valley Memorial Library Board of Trustees for 2018 was proposed as follows:

President: Kathleen Taylor  
Vice President: Diane McGrath  
Treasurer: Pam Plymell  
Secretary: Laura Horvath  
To be voted on at next meeting.

Meeting was adjourned at 8:40 pm.