**Minutes**

**Call to Order**: The meeting was called to order at 7:03pm. In attendance: Ann Rogers Lane, Sally Healy Frank, Mary Jane Stoltz, Michael Osier, Lisa Moore, Nikki Lund, and Jessica Winum. Not present: Rebecca Keough.

**Public Comment Time Allotment:** None

**President’s Comments:** Ann said she was pleased to be back

**Secretary’s Report:** The May Meeting Minutes were approved by all, with the amount raised at the April book sale being added ($371.07).

**Manager’s Monthly Report & Statistics (Jessica Winum):**  Jessica advised that the patron count had been steady, with a rise in March.

All programs in May had been well attended. Subscribers to the email list have increased to 185 (up about 20). Jessica is submitting library and program info to the Pennysaver and Finger Lake Times.

The One Book, One Bristol community discussion regarding LGBTQ and the book “Growing Up, Coming Out, and Finding My Place (A Transgender Memoir)” had elicited three anti-transgender emails. Jessica did not respond to them.

The Libraries Transforming Communities meeting. It was a hybrid of zoom (2 people) and in person (10 people) and reportedly went very well. There is some follow up to do with the grant and Jessica advises that it has to be filed by June 30. She also plans to have further conversations during the coming months.

The summer reading programs start on July 11 and will be in conjunction with Honeoye and Allen’s Hill Libraries.

There are three clerks employed at present.

**Committee Reports**

**Finance Committee: Mary Jane Stoltz**

Reports emailed June 11th. Motion to approve by Sally Healy Frank, seconded Nikki Lund, approved by all.

Ann reminded the committee that the 2023 proposed budget is due to be submitted to the Town Board in late July/early August.

**Volunteer Committee:**

**NEW Ballot Funding Committee – chair TBD**

Guide: <https://www.nysl.nysed.gov/libdev/libs/pldtools/guide/h-inbyin.htm>

**Grant Committee: Rebecca Keough**

On June 8th, received an email from Hana Mamoon of Causewave. She would like information as to who will be attending the 4 meetings so she can get us together and establish meeting dates and times. We said that the best days to meet were Mondays, Wednesdays, and Fridays after 3:30. Names submitted are Ann, Mary Jane, Sally, and Rebecca as our representatives. Jessica stated she would like to attend, and Lisa asked about the possibility of hybrid meetings.

**Operations Committee: Ann Rogers Lane**

Paul Schwiegert replaced the blown bulbs in the parking lot lights. He also showed Jessica how to reset the timer in the event of power outages, etc. Mr. Schwiegert will be retiring soon.

**Policy Committee: Mary Jane Stolz/Michael Osier**

Jessica reported that the Policy Manual is up to date as of the end of 2021.

**Personnel policy section review and discussion**

There was discussion regarding the manning of the library. According to the policy manual, the desk must be staffed, and one other employee be on site. The policy committee is meeting to discuss the rewording of the section and will present their findings at the July Board Meeting.

**Discussion regarding board meetings on Zoom meetings post-Covid.**

Ron had sent out information about post-Covid Zoom meetings. In essence, we are returning to in-person meetings in order for the Board meeting decisions to be valid (basically the way it was before Covid). If we decide we want the option to have Zoom meetings we would have to develop a policy with some caveats:

* Zoom meetings must be announced 2 weeks in advance.
* Board members who attend via Zoom are unable to vote on items unless a quorum is physically present at the meeting.

The policy committee will discuss this matter and present their findings at the July Board Meeting.

 **Self-check-out policy**

Jessica has dismantled the self-checkout station and returned the items to PLS. The policy will be reviewed, updated and/or retired.

**Board Communications Committee: Sally Healy Frank:** No report.

**Fundraising**

**Bristol Fun Day: Mary Jane Stoltz**

Bristol Fun Day was a limited success. There were not as many people in attendance as in prior years (storms were forecast but did not arrive!). The book sale, manned by Jessica and other volunteers, raised $1,128.

Food sales were disappointing and there was a lot of food left over. Drinks and sodas were purchased at cost by Lisa; unopened rolls were donated to the Bristol fire department for an upcoming event. Leftover chips (donated by Paul Taeschner) and paper goods went to the Library for future use. Other items were offered to the volunteers or composted.

Mary Jane purchased and donated some grill tools which are now engraved “Bristol Library”.

The canopies we used were short of tent pegs and we were fortunately able to borrow from the fire dept. and Jessica.

It is suggested that we purchase some tent pegs and two lightweight folding tables – the Board agreed to this purchase. The propane tank will also need to be refilled.

Mary Jane reported that the Library now has a balance at Restaurant Supply and suggested we could use it for an ice cream social this summer.

**T-shirts**

Jessica will get some quotes for t-shirts to be sold as a fundraiser.

**Old Business:**

**Fire Box Contents**

The contents of the Fire Box in the office were catalogued by Jessica. See list in Director’s Report for June 2022.

**Original Charter**

Jessica had investigated the possible reframing of the Original Charter which currently hangs in the Library. The professional framer and antiquarian bookseller in Geneva advised that the waviness of the document, which had caused the Board some concern, happens with vellum and cannot be remedied without spending thousands of dollars. The cost of just reframing was presented as being approximately $120 for acid free mats, larger frame and conservation or museum glass. Having it framed a la carte would cost between $300 and $400. The Board was all in agreement that there was no need for the reframing since the ‘waviness’ was not to do with framing, but with the vellum.

**New Business:**

Ann advised that donated items for the Kids’ Santa Sale can be stored at her house.

Jessica advised that Naples Library is undergoing renovations this summer and that the Weavers Guild will hold their Saturday meetings at Bristol Library.

Mary Jane suggested that Kelly Duchar hold a workshop for the public regarding taxes in March or April 2023. This should be coordinated with Bob Green.

The Board went into a brief Executive Session before Jessica was asked to rejoin the meeting.

Jessica was advised that she would receive one week of paid vacation per year. Also, that the Library would pay the tuition for her advanced degree in xxxxxxxxx at xxxxxxx.

The meeting was adjourned at 8:22pm

**Next Board Meeting: Tuesday, July 12th, 2022 at 7 p.m.**