

# **Caledonia Library Association, Inc.**

## **Board Meeting Minutes**

Tuesday, February 25<sup>th</sup>, 2020, 6:10PM  
Caledonia Library, Caledonia, NY

**Caledonia Board Members Present: Cenna Clements, Don McKay, Dallas Miller, Gail Milner, Joanie Robinson, Dick Thomas and Quille Westbrook.**

Absent, Library Director **Renate Goff**

**Caledonia Board Members not Present:** Joanne Crosman and Karen Yorks were not present.

**Joanie Robinson and Debbie Davis came at 7:24 pm to talk briefly after their trip to Albany for the Library Advocacy Day, meeting with PLS members and NYS Assemblywoman Marjorie Byrnes.**

### **Call to Order:**

Gail Milner called the meeting to order at 6:10 PM and the Board performed the Pledge of Allegiance.

### **Approval of the Minutes**

Dallas Miller read the minutes from the January 28<sup>th</sup> regular board meeting.

- **MOTION 01:** Cenna Clements moved to approve the January, 28<sup>th</sup> 2020 minutes. Joanie Robinson seconded the motion. All were in favor the motion passed.

### **COMMUNITY COMMENTS:**

**Directors Report** – We received Renate’s Directors report.

**Treasurers Report** - Karen Yorks sent us the Cash Activity Report, List of Bills Paid and Budget Report YTD.

- **MOTION 02:** Cenna Clements moved to approve the Cash Activity Report. Don McKay seconded and the motion carried.

**Fundraising** – No report

**Policies and Bylaws** – No report

**Building Maintenance** – No report

**Grants** – No report, Dick Thomas is working on our brochure. We are considering involving the grant writing service from Labella.

**Community Relations** – No report

**Finance and Investments** – The Finance Committee discussed options for the two building CDs currently located at Key Bank. They recommend to the Board that when the two CDs come due in March, the Board authorize a transfer of \$70,000 into the building fund checking account. The remainder will be put into another 12 to 14-month CD. The Committee will be calling the local banks for rates. The Finance Committee asks the Board to allow the Committee to place the money in a CD at the bank with the best rate.

- **MOTION 03:** Cenna Clements motioned to go with the Finance Committee's recommendation that when the two CDs from Key Bank come due in March, the Board authorize a transfer of \$70,000 into the building fund checking account. The remainder will be put into another 12 to 14-month CD determined by the bank with the best rate by the Finance Committee. Quille Westbrook seconded and the motion carried.

**Building Expansion** – Dick Thomas met with Tracey Cleary. Tracey is a commercial artist from Avon NY who worked on the Wadsworth Library brochure. Dick showed us some of the quick ideas Tracey came up with for a logo. We brainstormed some ideas and desires for the logo among ourselves. Dick talked about needing an updated rendering of the inside space of the library from LaBella.

### **New Business**

Cenna Clements discussed concerns about a repeat offender who harasses library staff in Monroe County libraries including the Scottsville library.

**Texas Land** – Harvey White and Raul Ramos are suing the Caledonia Library, the Genesee Country Museum, the University of Rochester, Geva Theatre, and the rest of the combined owners of the 60 acres of land to seek partition of the property. Geva Theatre's lawyer has responded and we are going to wait to see the response.

**Approve the Annual Report** – The Annual Report is available to view at the library.

- **Motion 04:** Don McKay moved to approve the Caledonia Library Association, Inc. Annual Report. Quille Westbrook seconded the motion. All were in favor and the motion passed.

### **Approval for La Bella to help us apply for the CFA (Consolidated Funding Application)**

- **Motion 05:** Dallas Miller moved to employ LaBella Associates to write and submit this grant for us and to ask the Town of Caledonia to be our sponsor. Cenna Clements seconded, all were in favor and the motion passed.

**Board Self Evaluation Packet** – This a tool provided by PLS to assess the board's performance. We need to fill this out.

**Spring Wine walk for Mom's** – The walk will be on May 8<sup>th</sup> from 5-9 with a non-cash raffle.

**Adjournment**

**Motion 06:** Don McKay moved to adjourn the meeting. Quille Westbrook seconded and the motion carried. The meeting was adjourned at 8:45 PM.

Respectfully submitted,  
Dallas M. Miller

To be submitted at the next regularly scheduled board meeting on March 31<sup>st</sup>, 2020.