ATTENDANCE: Joanne Brownlee, Matt Kissane, Katie Lascola, Beth Mellor, Deborah Ormay, Paul Pastierik, Len Richards, Laurie Sliben

COMMENTS/ ANNOUNCEMENTS: Mary Ellen, an American Girl Doll will be donated. There will be a tea, clothing sale and raffle for the doll. Mary Ellen, who is from the 1950's will be displayed and tickets sold in the month prior.

CONSENT AGENDA: Minutes of the previous meeting and staff reports of current and on-going events were approved. The board was in agreement that the D-Plan Disaster Plan is imperative. Electronic readers for the visually impaired patrons have been made available. OCL staff have been learning on samples of this device. The Verona Pop-Up Library will officially open on September 15 at 6:00. The Riverview School District will handle media coverage. Signage for this library is posted heavily in Verona and it is noted on the school website.

CHAIR REPORT: Deborah submitted a written report. After two meetings, work on the PEG Channel has begun. Consultants are being paid from the OCL budget and then the library will get reimbursed from the PEG Channel money. The library does not own the PEG Channel. Beth, Paul and Deborah have met with Tom Briney regarding the HVAC system. The system needs to be cleaned and then go through a threefold process of routine maintenance, controls and testing/balancing. Recommendations have been written to Nancy Ride, Sophia Facaros with ccs to Tom Briney and Tom Whalen. No response to the email has been received. Deborah and Beth continue to work on a competency grid for OCL staff. Deborah will continue to speak with council regarding OCL budget and maintenance.

DIRECTORS REPORT: The people counter is broken. Beth sent an email to fellow library directors asking for other counter recommendations. Riverview School District has given OCL a donation. $4000 of this is to be used for staff salaries. Beth will speak with Laurie on Council about ways of ensuring that the money is applied appropriately. One way might be to add a separate line item for each grant. During the Verner Pop-Up Library hours, district staff will be around and only 1 door will be open. In order to adhere to the allotted 28 hours per staff, OCL will not be open on Light Up Night and will not host Living Candy Land this year. There will be a gingerbread program and contest.

MAINTENANCE REPORT: John has landscaped for OCL and the neighbor. Paul recommends that a "No Tresspassing" sign be posted behind the library. There will be no push button locks as they are $300-$400. Paul will personally work on the stone and bricks using cement calking to keep water and snow out during the winter.

FINANCE REPORT: Len presented a complete and comprehensive budget report. The Riverview School District has given a check to OCL for $9000. According to the school, $5000 is to go to the Annual Fund and $4000 to staff outreach salaries. The Board discussed adding a line item entitled "wages outreach" to the budget so that the money would be used for the specific reason that it was given. This line would go under "contributions and donations." Deb will draft a letter recommending this to Lisa with a cc to Laurie. Matt and Len will edit and amend. Beth does submit documentation of how all grant money is spent.

FUNDRASING REPORT: Booktoberfest is October 10. Tickets go on sale September 10. OCL staff and Board will donate food. Beth will speak with the FOOLs about donating the paper items. There are 3 donated baskets to raffle.

DISCUSSION: Because the OCL building is owned by the borough and was never completed, the Board would like the 2016 building maintenance fund to be in the general fund of the borough, not coming out of the OCL operating budget. The operating budget needs to be increased. Beth will pull statistics from the last 3 years pertaining to how money was spent on maintenance.

CLOSING REMARKS: Next meeting will be October 14, 2015

ADJOURNED: Meeting was adjourned at 8:24.
    Respectfully Submitted,
    Katie Lascola - Secretary