MINUTES of the REGULAR MEETING of the
BOARD OF TRUSTEES of the PEMBER LIBRARY & MUSEUM

October 23, 2014

The regular meeting of the Board of Trustees of the Pember Library & Museum was held on Thursday, October 23, 2014, at the Pember Building, located on West Main Street in Granville, NY.

The meeting was called to order by President Mary King at 6:05 PM. The following Trustees, constituting a quorum, were present: Mary King (President); Mary-Ann Cary (Vice President); Jerry McKinney (Secretary); Robert Tatko (Treasurer); Charlie King; Rob McGuire. The following Trustees were absent: Mario Torres; Cindy Boone.

The following staff members were present: Ardyce Bresett (Library Director).

The following members of the public were present: George Demas, George Henry, Gigi Zeitler.

The agenda was adopted.

The minutes of the previous meeting were unavailable. The Secretary's computer had suffered a hard drive failure.

The Report of the Treasurer was presented by Trustee Tatko:

(1) Approximate account balances were reported:
ML: $161,000 MS: $85,000 NBT: $85,000 TD Bank: $19,000

(2) One display case in the Museum has been fitted with new lighting.

→A motion was adopted unanimously to put this new lighting will be in all of the Museum display cases.

(3) In recognition of their work in putting in new lighting in the Library area, George Demas and George Henry were presented with Certificates of Appreciation.

(4) The building located in back of the Pember Building is going up for sale. The Board agreed to pursue the purchase of this building.

(5) A cost estimate for a new website was received from Josh Gillespie of Driftek, located in Granville. The cost to set up the new website was between $1200 and $1400.

→ A motion was adopted unanimously to contract with Josh Gillespie to construct a new website for the Pember Library & Musuem.

(6) Several Museum items (approximately 48) were put on permanent loan to a museum operated by Matt Klam, the son of former Board President Marcia Klam.

→ **A motion was adopted unanimously to send a letter from the Board will to Matt Klam requesting the return of the Museum items to the Pember.**

(7) A new plan for electrical work will be coming from Glen LaPlant. The Board will consider this plan at a future meeting.

(8) Work on the new ramp will begin in Spring, 2015.

(9) The Friends of the Pember will be donating $300 per month for books.

(10) A Fall Fundraising letter will be sent to approximately 1800 people on the Friday before Thanksgiving.

(11) The Pember is operating on an austerity budget of approximately $7500 per month. At this point, income is meeting monthly expenses.

→ **A motion was adopted unanimously to authorize the Treasurer to pay all regular bills for the Pember Library & Museum.**

The Library Report, prepared by Library Director Ardyce Bresett, was distributed and discussed. [*Report attached.*]

The Museum Report, prepared by Museum Educator Bernadette Hoffman, was distributed and discussed. [*Report attached.*]

Old Business
Trustee Rob McGuire reported on the First Friday event in October. The attendance was great, and it was agreed that the event was excellent.

New Business
Trustee Rob McGuire reported on the First Friday event in November. The event will include a "**Pumpkin** Bake-Off" and a Book Art Sale by the Friends of the Pember.

The Pember Staff informed the Board of a paper recycling program.

→ **A motion was adopted unanimously to participate in this recycling program.**

Public Comment
There were no comments made by members of the public.

The meeting adjourned at 7:04 PM.

September 2014 Pember Library Board Report

September Library Bills
6121 **SALS** japroject **$367.28**
6040 **SALS** Computer Purchase Program **$20.04**
5305 **Baker & Taylor** (audios / Tenney funds) **$29.89**
5301 **Baker & Taylor** (reimbursed by Friends) **$231.14**
5304 **Gale/Cengage Learning** (LT books) **$23.39**
5304 **Center Point** (LT books) **$ 170.76**
6220 **Publishers Weekly $249.99**
5305 Ardyce Bresett (Amazon videos) **$73.60**

Total Library Bills ~September **$ 1166.09**

5320 **K & M International** (gift Shop supplies) $**218.30**

Total Museum Bills ~September **$ 218.30**

6260 **Cornerstone** (phone) **$84.74**
6280 **NYSEG $875.91**
Ardyce Bresett (reimburse for 6301 Postage $9.80/6160 cleaning supplies $17.65) **$27.45**
Bob Tatko (reimburse for supplies) **341.78**

Total September Institution Bills: $ **1329.88**

Total Bills: $ 3056.05

September Programs:
September 4: Quilling: 3 people
September 18: Quilling: 5 people
September 21: Judy Buswick, Magic of Slate 15 people
September 2: Book Club 5 people

September Statistics:
Fines paid: $145.84
Circulation: 1855
Holds filled: 453
New Patrons: 16

Total patrons transacting: 350
Total Items Added: 91
Total Items Added (includes eBooks): 91
Novelist Plus: 259 searches

Network summary:
Distinct clients: 338 (Daily average: 35)
Data transferred: 124.46 GB

Library Happenings:

Pennies for Pember is up to $3604.90
We are having good success with people signing up for the November Pumpkin bake-off contest. We are working on advertising the December Festival of Wreaths.
We have a proposal from Earth, Waste & Metal for a paper / cardboard drive. With board approval, they will bring a container for card board (probably 30-yard) and plastic totes for newspaper. They will contact Manchester Newspapers to see if they will donate their leftovers to us and we can ask stores & businesses and the public to donate newspaper and cardboard for a 4-6 week period this fall. If successful, we can do this again in the spring.

We have new lighting in the stacks, a new furnace, pipes insulated, and new shrubbery out front.

Upcoming programs
Quilling, twice monthly
HeadStart 2 groups, once monthly
Disaster Preparedness Oct 21
Halloween Story Teller October 25
Lucy's birthday November 8
Pumpkin Bake-off event, part of November First Friday
December: cookie exchange
Friends' Chocolate Lovers' Contest February 13

Ardyce Bresett

Ardyce Bresett

October 23, 2014

Museum Board Report
as of 10/11/2014

Prepared by Bernadette Hoffman, Museum Educator

Programs
After-school programs continue bi-weekly on Wednesdays 3:30-4:30pm through December 17.

Attendance & Program Summary

Year to date (10/11/14):

Walk-in Attendance – 1932 (Adults 1080, Youth 852)
Other Attendance – 1937 (museum, loan kits & offsite programs)
Programs – 54 (museum, loan kits & offsite programs)

Historical Annual Averages: (Averages over a period of 6 years)

Walk-in Attendance – 2845
Other Attendance – 2492
Programs – 82

Deposits (9/09 - 10/09)

Donation Box - $110
Gift Shop - $160

Business

The Museum received three visitors during the antique car show on Sunday, September 28. Volunteer Donnyel Dennison worked the museum.

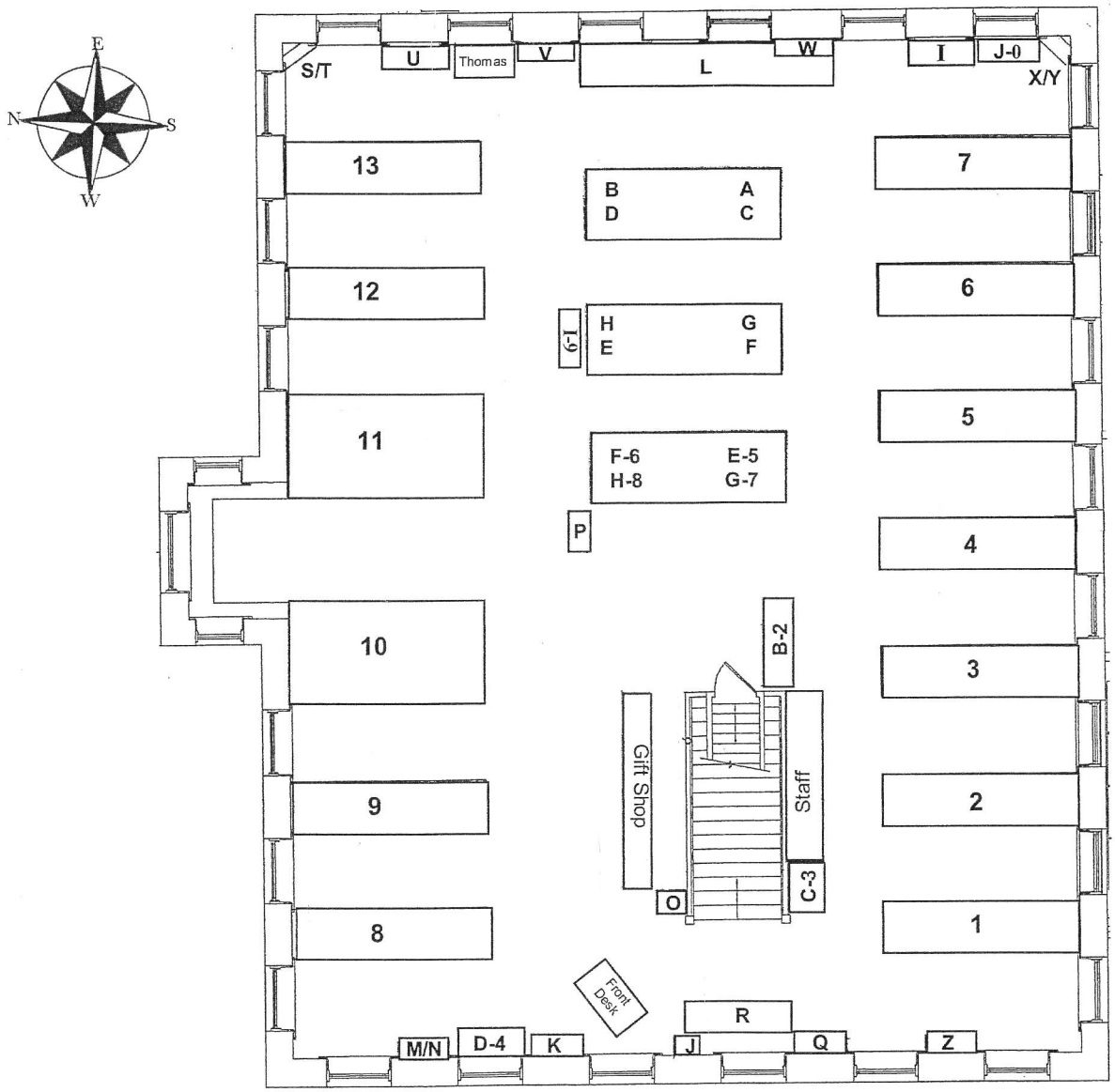
Green Mountain College has scheduled a field trip to the Museum on Monday, November 10 from 3:00-5:00pm. Mary-Ann Carey has volunteered to open the museum. A board member with key/code will be needed to open/close the building. Mary-Ann is arriving at 2:30pm.

The Museum has received a $1500 grant from Berkshire Bank to provide several off-site educational programs to schools. Board Treasurer, Bob Tatko and I are currently coordinating with Berkshire Bank manager Roxanne Waters to determine the venues.

The NYSDEC's magazine "NYS Conservationist" has featured a brief article on the Passenger Pigeon in its October issue. They list fifteen places where one can view the pigeon. Of course, the Pember Museum is listed and the Adirondack Museum which has one of Pember's pigeons. Photos in the article are of both exhibits. Several complimentary copies are available.

I've created a new artifact exhibit in tabletop case G7. It includes a 1792 Broad Axe (Pember collection), vintage braided trays from the Philippines, cassowary shinbone dagger, iron tomahawk (Pember collection) and a 1826 gourd water dipper. We have received positive responses.

Attached you will find a newly created floor plan of the Museum and a list of the exhibits. The exhibit case numbers and letters were already in place and I understand that they do not "flow" logically. However, since our collection records refer to these identifications, they need to remain as-is for the moment. The large exhibits are numbered while the free-standing and wall exhibits are alphabetical. Some cases did not have a letter and therefore I had to be creative in assigning one.



Pember Museum of Natural History

(Brief description of cases)

1. Loons, penguins, rhea, white & brown pelicans, cormorants
2. Herons, egrets, other wading birds and swans
3. Geese, puddle ducks, bay & sea ducks, sawbills (mergansers)
4. Buteos & accipiters (hawks & eagles), falcons, vultures and condors
5. Gallinaceous birds (turkey, quail, etc), coots, rails, cranes, shorebirds
6. Shorebirds, sea birds (gulls, terns, etc), cuckoos, goatsuckers (nighthawks, etc), hummingbirds, woodpeckers and owls
7. Woodpeckers, birds of paradise, all perching birds and song birds
8. Monotremes (platypus), marsupials (kangaroo, etc), primates (monkeys, etc.), insectivores (moles, shrews, etc) and bats
9. Edentates (armadillo), rodents (squirrels, beaver, etc), lagomorphs (rabbits, hares, etc)
10. Carnivores (dogs, cats, weasels, bears, etc)
11. Wolverines, raccoons, even-toed ungulates (antelope, deer, cattle, pigs, etc)
12. Exotic Birds
13. African Wildlife

Wall and free standing Museum Cases

CASE LETTER	CONTENTS	LOCATION
-	Display floor case "Hallmark Case"	Bottom of stairs
A	Fossils & Seashells floor case	Middle
A-1	Red fox display case (Silver color phase) wall case	Stairs 1st landing
B	Seashells floor case	Middle
B-2	Tiger standing case	Middle
C	Nests floor case	Middle
C-3	Library Bureau Solemaker Case #1 - Whooping Cranes/eggs	Entrance
D	Eggs floor case	Middle
D-4	Library Bureau Solemaker Case #2 - Dorcas Gazelle	West wall
E	Pember Exhibit - Time Line	Middle
E-5	Butterflies floor case	Middle
F	Pember Exhibit – Time Line	Middle
F-6	Moths floor case	Middle
G	Insects floor case	Middle
G-7	Rotating Exhibit - Artifacts	Middle
H	Minerals floor case	Middle
H-8	Rotating Exhibit - Fossils	Middle
I	Shark wall case	East wall
I-9	Rotating Exhibit - Mobile Cabinet	Middle
J	Snowy Owl wall case	West wall
J-0	Whiting's Egg Collection - Table top case	East wall
K	Nature Box with birds near the front desk on wall	West wall
L	Alligators & Crocodile table exhibit	East wall
M	Plant wall case	West wall
N	Butterfly wall case	West wall
O	Parrots standing case	Entrance
P	Birds of Paradises standing case	Middle
Q	4 paned nature box with birds in front of the stairs	West wall
R	Reptile floor Case	Top of stairs
S	Spider wall case	NE corner
T	Seaweed wall case	NE corner
U	Skull wall case	East wall
--	Thomas's Egg Collection 1884-1897 (Not for viewing)	East wall
V	Seashells wall case	East wall
W	Sea Fans / Sea Stars wall case	East wall
X	Sea Urchin / Starfish wall case	SE corner
Y	Sponge wall case	SE corner
Z	Seashells wall case	West wall