

The Community Library
Board of Trustees Meeting
May 10, 2018

Call to Order:

As a quorum was present, President Ken Hotopp called the meeting to order at 1:01 p.m. Present: Ruth Ashworth, Harriet Berard, Linda Carpenter, Virginia Downs, Ken Hotopp, Dee Neary, Jerry Peters, Larry Rockwell. Excused: Janet Sand, Jean Stennett.

Guests:

Ms. Christina Knee was present and expressed interest in becoming a write-in candidate for a member of the library board as she is presently a member of the MVLS board representing Schoharie County.

Minutes:

Mrs. Berard made a motion, seconded by Mrs. Neary, and was unanimously approved to accept the April amended minutes.

Communications:

Friends of The Community Library will have their annual meeting on June 9 at 10:30 a.m., and the library board members are invited to attend.

Director's Report:

Mr. Hedges has been in contact with Civil Service in developing a job description for the Library Assistant position.

While Mr. Hedges is on vacation, the Executive Board will handle any unexpected significant issues that may occur.

Treasurer's Report:

Mr. Peters outlined the financial report for the month of April. After each trustee reviewed the bills, Mr. Peters made a motion, seconded by Mrs. Ashworth, and unanimously approved to pay the bills.

Committee Reports:

Finance:

Mr. Rockwell, Mr. Peters, and Mrs. Berard will meet to determine the need for insurance coverage of board members.

Facilities:

Mrs. Ashworth reported that the interior lighting has been repaired and the exterior lighting is in the process of being repaired. Mr. Hedges added that during the work process, NYID had found a problem with the sump pump and had taken care of that needed repair.

Policy:

Ms. Carpenter outlined a list of Established Gaps in Policy Development and suggested that appropriate committees would investigate the need to update the specific gaps.

Board Development:

Mrs. Neary announced that the committee would meet after the budget and new trustee vote to develop a slate of officers.

Finance Structure:

Mr. Peters made a motion, seconded by Mrs. Neary, and unanimously approved to disband this Ad Hoc committee.

New Business:

Mrs. Berard suggested that “tombstones” of prominent Americans be displayed in the library. Mr. Hedges was happy to accommodate this suggestion.

Important Dates:

Budget vote -5/15 at Golding and Radez schools

Friends of The Community Library annual meeting- 6/9 at 10:30 a.m.

Next regular board meeting-6/14 at 1:00 p.m.

Adjournment:

Mr. Peters made a motion, seconded by Mrs. Downs, and unanimously approved to adjourn at 3:01 pm.

Submitted by Virginia Downs