

The Community Library
Board of Trustees Meeting
March 9, 2017

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, John Hart, Ken Hotopp, Terry Keller, Jerry Peters, Janet Sand, Jean Stennett, Devon Hedges. Excused: Dee Neary.

Minutes:

Mr. Hart made a motion, seconded by Mr. Peters, and unanimously approved to accept the minutes of February 9, 2017.

Communications:

Mr Hotopp informed the trustees that the MVLS annual meeting is scheduled for May 10. Mr. Hedges has the forms to nominate individuals for awards that will be awarded at this meeting. Mr. Hart read a note from Ms. Carol McAdams indicating her appreciation of the library, its various programs, and the staff.

Director's Report:

Mr. Hedges is in contact with Mr. Falzarano pertaining to the repair of the boiler.

Treasurer's Report:

Mr. Hart outlined the financial report for the month of February. Mr. Hart made a motion, seconded by Mr. Peters, and was unanimously approved to accept this report.

February Payroll:

Gross Pay	\$10, 239.13
Taxes	\$174.07
Benefits	\$1,280.80
Total	<hr/> \$11,694.00

Committee Reports:

Finance:

Mr. Hart reported that the finance committee met on February 17. As a result of this meeting Mr. Hart made a motion to request a tax levy of \$263.292 for 2018. This motion was unanimously approved. Based on the finance committee's recommendation, Mrs. Berard made a motion and seconded by Mrs. Downs to accept a preliminary budget of \$286.360. This motion was carried.

Facilities:

Mr. Keller reported that he has been receiving estimates for both heating and drainage repairs.

Personnel:

Mr. Peters reported that the annual director's evaluation has been completed.

Policy:

Mrs. Sands indicated that the committee will be meeting March 29. Mr. Hotopp requested that the committee consider a policy regarding staff travel reimbursement.

Board Development:

Mrs. Neary has indicated via e-mail that this committee will investigate the suggestion of increasing the number of board members.

Building Committee:

Mrs. Sand suggested that trustees contact community members to attend building committee meetings to seek opinions and ideas.

Unfinished Business:

The Lamont Family concerns about donations is tabled until the April meeting.

New Business:

Mr. Hart made a motion, seconded by Mrs. Berard, and was unanimously approved to accept the NYSED annual report as presented.

Important Dates:

Next regular board meeting-April 13, 2017 at 1:00 p.m.

MVLS annual meeting-May 10, 2017

Adjournment:

Mr. Peters made a motion, seconded by Mrs. Downs, and unanimously approved to adjourn at 2:40 p.m.

Submitted by Virginia Downs