

The Community Library
Board of Trustees Meeting
April 12, 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, Larry Rockwell, Janet Sand, Jean Stennett, Devon Hedges. Excused: Jerry Peters, Dee Neary.

Guests:

Members of the Logo Club from SUNY at Cobleskill presented an array of logos for the library. After seeking reaction from the trustees, the students indicated they would continue to work on the project. Mr. Hotopp introduced Ms. Julia Walter and Dr. Gary Surman to the trustees. Both Ms. Walter and Dr. Surman are considering becoming a member of the library board.

Minutes:

Mrs. Berard made a motion, seconded by Mr. Rockwell, and was unanimously approved to accept the amended minutes of March 2018.

Communications:

Mr. Hedges announced that he had received a check from MVLS for \$13,000. The source of this money is from the State Assembly Bullet Aid.

Director's Report:

Mr. Hedges indicated that he had attended an Introduction to Governmental Accounting class presented by NYS office of the State Comptroller. He found this detailed workshop informative and hopefully the information will be helpful with the reorganization of our library's financial structure.

Treasurer's Report:

Mr. Hedges outlined the financial report for the month of March. After each trustee reviewed the bills, written approval was given to pay the bills.

Committee Reports:

Finance:

Mr. Rockwell presented the Library Insurance Coverage information that he has been investigating. Mrs. Sand made a motion, seconded by Ms. Stennett and unanimously approved that the finance committee review the details of Mr. Rockwell's report and make a recommendation to the board regarding insurance and/or bonding.

Facilities:

Mrs. Berard suggested that the committee discuss the contract with New Looks Landscaping after receiving an expensive bill for snow removal.

Personnel:

Ms. Stennett outlined the current details pertaining to health insurance for the director. The Personnel Committee made a motion that for 2018-2019 the Director will continue to pay \$233.04 per month for his health insurance, and The Community Library will be responsible for the remainder of \$462.77 per month. The trustees unanimously approved this motion.

Board Development:

Mrs. Berard highlighted the few changes that had been necessary to update the Calendar of Important Duties and Functions of the Library Board of Trustees.

Mrs. Berard thanked Ms. Walters and Dr. Surman for attending the meeting and hoped they would consider becoming a trustee.

Building:

Mr. Hedges indicated that the architects are continuing to develop a master plan for the library's renovation.

New Business:

Ms. Walter mentioned that it could be helpful to have an attorney as a member of the board.

Important Dates:

MVLS Annual Dinner Meeting 5/9/18 5:30 p.m.

Next regular board meeting 5/10/18 1:00 p.m.

Adjournment:

Ms. Stennett made a motion, seconded by Mrs. Ashworth, and unanimously approved to adjourn at 3:01 p.m.

Submitted by Virginia Downs