

Minutes of the Meeting of the Board of Trustees  
Eastern Monroe Public Library

The regular scheduled monthly meeting of the Board of Trustees of the Eastern Monroe Public Library was held on Aug 16, 2016 at the Hughes Library.

**Present:** Maria Candelaria, Gerard Geiger, Charles Green, Tim Hegarty, Janis Selving, Ann Super, William Weitzmann.

**Absent:** Seamus McGraw, Janis Selving

**Staff in attendance:** Sue Lyons, Korey Rustici, Suzanne Campbell, Mary Erm

**Guests:**

The meeting was called to order at 8:34 AM by Board President, G Geiger.

**C Green/W Weitzmann motioned to accept the minutes of the July 19, 2016 meeting, as presented. The motion was carried unanimously**

S Campbell stated the volunteer luncheon will be held at Pepe's on Sunday September 18, 2016 at 1:00pm

M Erm will speak to Katherine Neville and ask her to submit her letter of interest to replace Stan Miles on the Board of Trustees.

K Rustici reported the audit finished and everything went well. Hopefully the auditor will be able to present to the board at the September meeting.

**President's Report** –We will be receiving a grant for electronics, (i.e. kindles, laptops) and a policy will be drawn up for lending this equipment out.

There are two Trustee training seminars from PALA. One will be held at the Sands Casino Event Center in Bethlehem on Saturday, September 10, 2016 from 10 AM to 3 PM, with lunch, the other will be held at Kalahari. M. Erm, S. Lyons, G. Geiger, A. Super and C. Green will be attending.

Wednesday, August 31, 2016 at 7:00pm the library will be hosting a wine and cheese event to celebrate the 20<sup>th</sup> anniversary of the Hughes location as well as hear the plans for the upcoming renovations for the Hughes building.

Architect plans will hopefully be available by September 20, 2016.

*Comments:*

**Treasurer's Report** – The Board Treasurer, W. Weitzmann, reviewed the report which had been emailed to Trustees previous to the meeting.

*Comments:*

**G Geiger accepted the Treasurer's Report.**

**A Super/C Green moved to approve the bills as presented and carried.**

**The motion was carried unanimously.**

**It is proposed that the EMPL Board of Trustees authorize the Finance Committee, in consultation with the Executive Director, at their discretion, to approve or disapprove recommendations made by the financial advisors W S M to reinvest excess funds in the Ziegler, Ionides and Building Funds, including those that will be maturing CDs in the next four months of 2016, in new financial instruments, namely CDs and corporate bonds, with the objective of earning income on those funds while preserving principal over time. This motion will be in place during calendar year 2016; it will be subject to review and renewal annually. All activity would be in accordance to established policy and reported to the board of trustees in the following monthly meeting.**

**W Weitzmann/C Green moved to approve the motion and carried.**

**The motion was carried unanimously.**

**Committee Reports:**

**Buildings and Equipment – None to report**

**Publicity & Community Relations – None to report**

**Policy and Operations – None to report**

**Personnel** – K Rustici has mentioned that a meeting will be needed to review medical and dental renewals.

**Strategic Planning –None to report**

**Director's Report** – *A full copy had been distributed by email previous to the meeting.*

S Lyons reported we are getting ready for the migration of our new computer system, which will allow other libraries with the same system to share circulation information.

We will have an amnesty week which will allow patrons to return material and have the fees waived. This will take place Aug 28<sup>th</sup> 2016 thru Sept 3, 2016. This will allow the clean up some old fees and recover lost material.

The Hughes library will be hosting our 2<sup>nd</sup> Ted-X event on Oct 8, 2016. The library will be working with ESU for use of their recording equipment and volunteers to record the event.

*Comments:*

**Youth Report** – *A full copy had been distributed by email previous to the meeting.*

*Comments:*

**Old Business** –

**New Business** –

**The meeting adjourned at 9:29 AM on a motion by W Weitzmann/A Super and was carried unanimously.**

**Respectfully submitted,**

**Korey Rustici  
Administrative Manager**