

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 Nov. 21, 2017 at the Hughes Library.

Present: Tim Hegerty, Charles Green, Ann Super, William Weitzmann, Katherine Neville, Janis Selving, Seamus McGraw

Absent: Maria Candelaria, G. Geiger

Staff in attendance: Sue Lyons, Korey Rustici, Mary Erm, Julie Bonser

Guests:

The meeting was called to order at 8:33 AM by Vice President, A. Super.

S. McGraw/ W. Weitzmann moved to accept the minutes of the Oct 17 meeting. The motion passed unanimously.

President's Report –No President's report. K. Rustici noted that the budget for the coming year is still being developed.

Treasurer's Report – The Board Treasurer, W. Weitzmann, reviewed the report which had been emailed to Trustees previous to the meeting. Highlights: October municipal contributions totaled \$38,260, more or less as anticipated.

Comments: A. Super noted that financials do not accurately reflect either the Friends contributions or the actual expenses of the library since Friends pay contractors and vendors directly for goods or services rendered. Going forward, those contributions will be made to the Library, thus both the contributions and the costs will be more clearly and accurately represented.

A. Super accepted the Treasurer's Report.

S. McGraw/J. Selving moved to approve the bills as presented and carried. The motion was carried unanimously.

Committee Reports:

Buildings and Equipment – The Board reviewed quotes to retain a new company to clean the library. It was decided to remain on a month to month basis with the current company for the time being and to establish specific tasks they need to perform in order to be earn more money.

W. Weitzmann/K. Neville moved to authorize payment for the repair and replacement of three HVAC units at the Hughes building. The motion passed unanimously.

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

Finance: The board agreed to place a \$16,500 bequest in the development fund and a second \$71,500 bequest in the Building Fund.

Policy and Operations – **None to report**

Personnel – It was recommended that the library continue with its current medical car provider.

C . Green/K. Neville made a motion to continue coverage with the current provider. The motion passed unanimously.

A meeting will be scheduled to discuss salary increase.

A. Super recommended that the board appoint a member to work with representatives of the Friends and the Foundation to begin researching a replacement for the Bookmobile. S. McGraw agreed to serve on the committee.

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

S. Lyons noted that the café is ready to formally open and that all but a handful of punch list items had been completed on the renovations to the Hughes building, pending disbursement of the final \$96,000 payment.

At S. Lyons recommendation the board endorsed a proposal to spend \$1,500 to provide art and performances at the Hughes library on Martin Luther King Jr. Day.

S. Lyons also said a letter would be drafted to municipalities advising them that the terms of several board members are about to end.

Comments:

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

Comments:

Old Business – None.

New Business –None.

The meeting adjourned at 9:59 AM on a motion by S. McGraw/J. Selving and was carried unanimously.

Respectfully Submitted,

**Seamus McGraw
Board Secretary.**