

**TOWN OF ULSTER PUBLIC LIBRARY  
BOARD MEETING  
JANUARY 13, 2009**

The meeting was called to order by President Anne Davis at 7:30 PM. In attendance were, President Anne Davis, Joe Kovacs, Todd VanEtten, Ruth Quick, Richard Metzger, Ann Decker, and Faith Johnson, Library Director.

Dorothy Carbo, Cynthia Wadnola, and Barbara Wise were excused.

**Communications:** None

A motion was made by Richard Metzger and seconded by Ruth Quick to approve the minutes of the December 9, 2008 meeting. Minutes approved unanimously.

**Directors Report:** Faith Johnson presented a verbal report for the month of December. Faith has started a to-do list for different aspects of the Library; this will be her focus for the year. The first on the list is the upgrade of QuickBooks; we have the 2009 version that is already installed. Faith also spoke of the possible funding cuts that may be coming in 2010. Faith also reported that the stats show we are up 103% for the year, seeing an increase in computer services.

**Financial Report:** The Board received a full copy of financial reports. Transaction reports will be E-mailed before the regular monthly meeting. Todd reported that he moved a CD in the amount of \$90,094.78 into the operating checking money market account. We are looking into setting up another account in a second bank due to FDIC limits. A motion was made by Todd VanEtten and seconded by Joe Kovacs to approve the expenditures for December 2008. Motion passed 6-0

**Committee Reports:**

**Building and grounds:** Richard reported that the heating elements have been turned on. Don is doing a great job with the parking lots and especially the sidewalks. With the weather we will be looking at getting the roof going in the early spring.

**Old Business:**

The phone service will be looked at in a couple of weeks.  
Patron Mrs. Ullah Did not pickup the letter that was sent return receipt. She still comes to the Library and is behaving in a proper manner, Faith will give her a copy of the letter when she sees her, and have her sign a copy for the files.

**New Business:**

A motion was made by Anne Davis and seconded by Richard Metzger for the approval of Kingston School money to be allocated to the Director for the use of extra materials and supplies for Children, junior, and teens, the amount being \$13,000.00. Motion passed 6-0.

A motion was made by Anne Davis and seconded by Joe Kovacs to amend the holiday schedule. The staff would like to have Christmas Eve off. They will give up Veterans Day for that day. Motion Passed. 6-0

Cynthia, Joe, and Anne meet with Frank Petramale, about doing some of the snow plowing, if Don Wise ran into a problem. Frank will keep an eye on the entrance and exit and use a small truck if need be.

Richard has given the Freeman and the Times a list of the meeting dates for the year.

The meeting was adjourned at 9:05.

Respectfully Submitted

Patricia Metzger  
Acting Sectary