

**Town of Ulster Library  
Board of Trustees Meeting  
January 9, 2017**

Theresa Brettschneider – excused	x Rotena Nippert
Anne Davis	x Cynthia Wadnola (via telephone for 1 <sup>st</sup> vote only)
Richard Metzger – excused	x Annie LaBarge
x Mary Nielsen	x Bruce Engholm
x Tracy Priest, Director	

*Note: Five trustees constitutes a quorum.*

**Public Comment**

**Call To Order**

Meeting was called to order at 5:15 pm by Anne.

**Pledge**

**The Long Range Planning/Expansion committee report was presented.**

Anne provided the following summary of the committee's findings:

Scott Dutton, Paul Mays, and Paul Jankovitz were the three architects that completed our RFPs. Committee met with each for an hour and a half. The recommendation is to hire Butler/Rowland/Mays Architects to develop our master plan. Paul Mays specializes in libraries, and has a history of sitting on library boards, and is currently on the board of his regional library system. In addition to speaking with our library staff and board, he also plans to speak with additional stakeholders. Paul gave the example of the popularity of the nooks in the Saugerties library. He said that if our budget did not permit creating such a feature architecturally, that he could help us with doing it with furnishings. He has also suggested the possibility of a phased plan, where we could go forward step-by-step, as more resources become available. The committee recommends contracting with architect Paul Mays to prepare a Master Plan for potential expansion and renovation.

**Motion to approve the committee's recommendation to contract with architect Paul Mays to prepare a Master Plan for potential expansion and renovation.**

Anne moved, Annie 2nded

Roll call vote taken.

The motion passed unanimously.

**Motion to approve the amended minutes from October 24 meeting.**

Anne moved, Mary 2nded

The motion passed unanimously.

**Motion to approve pre-audit report.**

Bruce moved, Mary 2nded

Roll call vote taken.

The motion passed unanimously.

**Motion to approve voucher report.**

Mary moved, Annie 2nded

Roll call vote taken.  
The motion passed unanimously.

### **Motion to approve Rose's Financial Report**

Annie moved, Mary 2nded  
Roll call vote taken.  
The motion passed unanimously.

### **Motion to transfer \$25 000.00, based on Rose's recommendation, from one operating account (M&T) to another operating account (Key), as a precaution, based on unclear response from the comptroller regarding the need to vote on this matter.**

Ann moved, Mary 2nded  
Roll call vote taken.  
The motion passed unanimously.

### **Director's Report**

Tracy highlighted the following:

- Mid-Hudson tech support contract has been working well. We have contracted for a specified number of in-person visits, but free phone support, as well as video support, are provided. They share information in such a manner that we're becoming more skilled and independent with our own technology.
- A new concern involves how the coin-op box must have money in it prior to FAX arriving.

### **Committee Reports**

- Long Range Planning/Expansion
- See above.

### **New Business**

Patron situations

- Tracey met pro bono with attorney (& former trustee) Jason Kovacs. He recommended one-year bans for now, instead of life-time bans. If a patron has a large number of one-year bans, that may be grounds for a future life-time ban.

### **Motion to raise P. Tenney's hourly wage to \$9.70 per hour, the New York State minimum wage, effective Jan 1, 2017.**

Anne moved, Bruce 2nded  
Roll call vote taken.  
The motion passed unanimously.

### **Motion to adjourn**

Anne moved, Annie 2nded  
The meeting was adjourned at 7:56.

### **Public Comment**

Respectfully submitted,  
Bruce Engholm