

Minutes
Town of Ulster Library Board of Trustees Meeting
October 2, 2017

Anne Davis, Vice President – present
Bruce Engholm, Secretary– present
Susan Hayes, trustee-elect
Annie LaBarge – present
Richard Metzger - excused

Rotena Nippert – present
Allison Organtini – present
Tracy Priest, Library Director – present
Cynthia Wadnola, President – present

Public Comment

Call to Order

Meeting was called to order at 5:58 by Cynthia.

Motion to approve the Minutes of August 28 & 29, 2017 Board Meeting

Anne moved, Allison 2nded.

The motion passed unanimously.

Financial Report

Motion for approval of Pre-Audit Report (transactions paid prior to the meeting)

Annie moved, Bruce 2nded.

Roll call vote taken.

The motion passed unanimously.

Motion for approval of Voucher Report (transactions approved for payment at meeting)

Anne moved, Cynthia 2nded.

Roll call vote taken.

The motion passed unanimously.

Treasurer Update

Personnel Committee to meet with a candidate on Friday at 3:45.

Director's Report

Tracy briefly highlighted the following, the leave time for new business:

New Children's Programmer, Kelley Rea!

Catskill Ukulele Meet Up

We received another grant toward the program through the Foundation for Youth Health. We had to process it through Community Foundations of the Hudson Valley since we do not have our own 501c3. Monday meetings start on Monday, October 9th at 5:30 pm, with Lynda Sales Engholm as the host.

Statistical Report

Committee Updates

- **Expansion/Renovation:**

Grant Award Update

MHLS has recommended us for a \$63,603 award.

Committee Recommendation

To accept the recommended amount.

We are considering applying for grants from other sources as well, that Annie has brought to our attention.

- **Fundraising**

Cynthia spoke of the need for a Friends group, to aid in our fundraising efforts. Cynthia will email regarding the next meeting date

Bake and book sale: October 21, 10:00-2:00

We will use this opportunity to promote the Five Below fundraiser, which begins the next day.

Five Below: October 22-28

(Flyer not needed, but it's suggested) We get 10% if we're mentioned when people make their purchases. We may not hand out flyers in front of the store.

Barnes and Noble Book Fair: November 18

Hoping for ukulele group to play

Selling cupcakes, Cynthia will help to decorate

- **Election/Budget Vote**

Recap of 2017 results

Budget passed: 41 to 1 votes

Following were elected to three-year terms (October 2017-October 2020):

Susan Hayes write-in

Cynthia Wadnola on ballot

Allison Organtini on ballot

Richard Metzger write-in

Helen DiBella write-in

Susan and Richard have accepted and will serve.

New Business

Vote on Annual Employee Raises

Motion to award John Moody 2% annual cost-of-living raise, to be awarded retroactively to to his anniversary date of September 18.

Anne moved, Annie 2nded.

Roll call vote taken.

The motion passed unanimously.

Computer Policy Discussion

A discussion transpired regarding our computer usage policy for patrons with high fines. Policy is created by the board, and we need a written policy. Tracy informed the board of an expired verbal policy, that, if a patron owes over \$10.00 in fines, that they may not use the computer. That policy had been enforced inconsistently. Tracy polled our library staff regarding their suggestions. They feel that all patrons should be permitted to use the computers. Tracy is seeking input from MHLS about the possibility of importing from Sierra to the SAM computer timers.

Discussion was tabled until our next meeting.

Motion to move \$25,000 from Key bank, and deposit in our capital fund account at the Bank of Greene County.

Anne moved, Cynthia 2nded.

Roll call vote taken.

The motion passed unanimously.

Next Board Meetings Date: Monday, October 23rd , 6 PM will consist of two consecutive meetings

1. Organizational meeting. Board presidents serve a maximum two-year term.
Board to vote on slate for three officers. State our banks, and our newspapers of record.
2. Board meeting

Public Comment

Motion to Adjourn

Allison moved, Teena 2nded.

The motion passed unanimously.

Meeting Adjourned at 7:37.

