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 Real

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 Wadhola on ballot
  Allison Organtini on ballot
  Richard Metzer 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 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.