

**Town of Ulster Public Library**

**Board Meeting**

**November 19, 2013**

x Ruth Quick

Jeanette deBeaumont / excused

x Cynthia Wadnola

x Cari Grange

x Walter Maxwell

x Rotena Nippert

x Anne Davis

Jackie LaBarge / excused

x Mary Nielsen

x Tracy Priest, Director

Meeting was called to order at 6:05 p.m.

A motion was made to approve the minutes from October 22, 2013.

**Motion to approve the minutes:** Walter   **2nd:** Tena

Vote was unanimous.

**COMMUNICATIONS:**

A note was read, dated 9/2013 from Bruce and Lynda Engholm complimenting the great staff, it also included a \$50 donation to the library in honor of "Banned Books Week". Anne Davis will be sending a "Thank You " to them for the donation.

**DIRECTOR'S REPORT:**

The directors report was read.

**COMMITTEE REPORT:**

**FINANCIAL REPORT:**

The financial reports were read.

**Motion to approve the transactions:** Anne                   **2nd:** Cynthia

**ROLL CALL VOTE TAKEN, MOTION PASSED - Unanimously**

It was moved that the Tracy Priest, Director of The Town of Ulster Public Library be authorized to offer Leona Shelton an increase in pay to \$9.50 per hour for 27 ½ hours per week of work. She will also train in her new duties to coincide with her pay increase.

**Motion to accept:** Mary   **2nd:** Cynthia

**ROLL CALL VOTE TAKEN, MOTION PASSED - Unanimously**

It was moved that Tracy Priest, Director of the Town of Ulster Public Library be authorized to offer a starting pay of \$8.00 per hour for a part time employee for approximately 15 hours per week.

**Motion to accept:** Ruth   **2nd:** Cynthia

**ROLL CALL VOTE TAKEN, MOTION PASSED - Unanimously**

It was moved that Tracy Priest, Director of the Town of Ulster Public Library be authorized to offer any subs a pay of \$8.00 per hour of per diem work.

**Motion to accept:** Anne   **2nd:** Mary

**ROLL CALL VOTE TAKEN, MOTION PASSED - Unanimously**

#### **OLD BUSINESS:**

The received snow plow contracts were read.

It was moved that we accept the contract submitted by Ulster Excavating & Trucking, Inc. of 909 Orlando Street Kingston, NY. It was moved that we accept the \$2500 fee for the contract and \$150 per hour for any additional work. Contract to be paid in 4 installments.

**Motion to accept:** Ruth   **2nd:** Walter

**ROLL CALL VOTE TAKEN, MOTION PASSED - Unanimously**

#### **NEW BUSINESS:**

A letter was read from former board member Richard Metzger. He asked for permission to remove and obtain for personal use an old cabinet from the storage unit that is in disrepair and no longer used.

**Motion to approve:** Anne   **2nd:** Cynthia

Vote was unanimous.

It was moved that the December meeting be cancelled due to the holiday season.

**Motion to accept:** Anne   **2nd:** Cynthia

**MOTION TO ADJOURN:** Walter   **2nd:** Ruth

The meeting was adjourned at 7:09 p.m.

**Respectfully submitted,**

Cari Grange, Secretary