

**Town of Ulster Public Library**

**Board Meeting**

**June 24, 2014**

x Ruth Quick  
x Jeanette deBeaumont  
x Cynthia Wadnola  
x Cari Grange  
x Walter Maxwell

x Rotena Nippert  
x Anne Davis  
x Richard Metzger  
x Mary Nielsen  
x Tracy Priest, Director

Meeting was called to order at 6:00 p.m.

A motion was made to approve the minutes from May 27, 2014.

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

Vote was unanimous.

**COMMUNICATIONS:**

**DIRECTOR'S REPORT:**

The directors report was read.

The Library is now working with Advanced Computer (Hurley Ave, Kingston) and so far is a positive experience. They are responsive, well informed and forward thinking. The operating systems on the Library computers are being upgraded in batches. The first are back and running smoothly.

Jeneen Odendahl, the Library's part time cleaner is resigning effective June 29, 2014.

Due to the departure of our part time cleaner we will be making cleaning part of the duties of the custodian, on a trial probationary basis at the same wage that is now being paid. These duties will include tasks such as carpet shampooing/cleaning, replacing light fixtures and cleaning the tops of the bookcases and small repairs.

Summer Reading schedule is now out, there is a combined \$2900 in grant money for the program. Tanya Sorenson will be our primary Summer REading PAge. She is also acting as our Reading Buddy on Saturdays. Ms. Sheila has also line up volunteers to assist with her three Saturday stroy hours. We also opted to participate in Ulster Works, The county Summer Youth Employment program (the county places and pays the wages of youth workers 14-20 years of age) but no word of anyone being place at the library yet.

**COMMITTEE REPORT:**

**Personnel:**

Civil service has classified a position for custodian consisting of 17.5 hours per week / seasonal.

**Building & Grounds**

Lime Energy came out on behalf of Central Hudson to perform the lighting audit on 6/20/2014. Thank you to Town Clerk Jason Cosenza for forwarding the information. After providing the wattage of the lights a quote

will be provided from an energy advisor. There are three ways to pay. If paid in one lump sum and 11% discount has been offered. We are still looking into whether or not a subsidy program is available to our municipality for the Federal or the State to offset the cost.

The electrical box in the ground in the front of the Library, set behind the informational sign has been damaged by the mower and the cover cracked. For safety reasons the cover will be replaced to cover the wires and the power to that line will be disconnected.

**FINANCIAL REPORT:**

The financial reports were read.

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

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

The Library credit card issued by KeyBank will be reissued in Traci Priest's name.

**OLD BUSINESS:**

**NEW BUSINESS:**

**Benefits Policy Change**

11.20 Full-time staff are eligible for medical benefits provided by the library. For individual coverage the Library would cover 80% of the premium paid by the library. For Family coverage the Library would cover 50% of the family premium less the individual portion of the family premium. For example: Individual premium is \$515 monthly the Library would cover \$412. For family coverage the premium is \$1469. The Library would cover \$412 (individual portion) plus \$477 for Family (calculated as follows:  $\$1469 - 515 = \$954 \times 50\% = \$477$ ).

The Library will cover the cost of pediatric dental care as required by the ACA.

The Library offers an insurance buy-out option of \$1000 yearly to be paid in quarterly installments. This amount may be pro-rated to a monthly figure to allow for changes of employee buy-out status.

**Motion to change the Benefits Policy to read as above: Anne   2nd: Jeannette**

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

A motion was made to hire Kerry L. Chenier as the new part time clerk. She is also a Notary Public so she can also offer that service for the Library.

**Motion to Approve: Ruth   2nd: Anne**

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

**MOTION TO ADJOURN: Richard                    2nd: Tena**

The meeting was adjourned at 7:16 p.m.

**Respectfully submitted,**

**Cari Grange, Secretary**