

**Town of Ulster Library
Board of Trustees Meeting
June 27, 2016 (Monday meeting)**

Theresa Brettschneider – excused	x Rotena Nippert
Anne Davis – excused	x Cynthia Wadnola
x Richard Metzger	x Cari Grange
x Mary Nielsen	x Walter Maxwell (Treasurer, not a trustee)
x Tracy Priest, Director	x Bruce Engholm

Call To Order

Meeting was called to order at **6:03** pm by Cynthia.

Motion to approve the minutes from May 3, 2016 meeting.

Cari moved, **Richard** 2nded
Motion passed unanimously.

Motion to approve the minutes from May 24, 2016 meeting.

Richard moved, Rotena 2nded
Motion passed unanimously.

The board has recognized the personal leave of, and has excused, Teresa Brettschneider from this meeting, and from future meetings, until further notice.

Financial Report

The Treasurer presented the Financial Report.

- Discussion was held regarding payroll and bonus plan options for staff. The impact of the property tax rebate to the Hudson Valley Mall (\$24 200), Bank of America (\$2 2000), and Tech City (\$15 400), on library operations was discussed.

Motion to approve pre-audit report & voucher report.

Richard moved, **Mary** 2nded

Roll call vote taken.

The motion passed unanimously.

Director's Report

Tracy highlighted the following:

- \$1 500 in Bullet Aid from Senator George Amadore toward children's technology center
- Outreach to all three schools in the Town was completed, in conjunction with our summer reading program.
- Jessica Applestone is offering unique help for children with learning differences who are applying to college.
- Teen photography show had a successful turnout. Will continue to target the needs of this population.

Statistical Report

- Plan is to compile circulation of electronic periodicals (Zinio) into our total circulation.

Committee Reports

Long Range Planning

- Paper copies distribution to Focus Group participants, etc.
- Next committee meeting date is Friday July 22, 2016

Civil Service Update

- Nothing to report

Building and Grounds

- Verizon Box
 - Required three calls, of approximately 30-minutes each, to get the main fiber optics cabinet for the Town of Ulster corridor box locked on both the front and back sides.
- Lime Energy
 - We have a new representative, looking into the warranty for our parts (a light in a light fixture)

Old Business

- None

New Business

- Expansion Committee
 - Result of survey and focus groups
 - Anne, Tracy, and Cynthia are the current members.
 - To meet on Fridays, before the long-range planning meetings
- Election Committee
 - Appointment of Election Chair and Secretary
 - Kathleen Murray
 - Will send out notices,
 - Election is Tuesday, September 1, 2016

Motion to approve the appointment of Cynthia Wadnola as Election Chair.

Mary moved, **Richard** 2nded

The motion passed unanimously.

Motion to approve hiring of Kathleen Murray, as Election Secretary, for \$400.

Bruce moved, **Mary** 2nded

Roll call vote taken.

The motion passed unanimously.

Discussion regarding election procedures ensued. Tracy suggested that **April '17** should be the start of the process to find an election chair and election secretary for next year's election. Tracy has prepared a time-line regarding when press releases are due, etc. This will be presented at our next board meeting.

Next Board Meeting date:

Monday, **July 25**, 2016, at 6:00 pm (Note: this is a Monday meeting)

Public Comment

None

Motion to adjourn

Cari moved, **Richard** 2nded

The meeting was adjourned at 6:55.

Respectfully submitted,
Bruce Enholm