

**Town of Ulster Library
Board of Trustees Meeting
August 23, 2016**

Theresa Brettschneider – excused	x Rotena Nippert
x Anne Davis	x Cynthia Wadnola
x Richard Metzger	x Cari Grange
Mary Nielsen – unexcused	x Bruce Engholm
x Tracy Priest, Director	

Call To Order

Meeting was called to order at 6:07 pm by Cynthia.

Motion to approve the minutes, as revised, from August 23, 2016 meeting.

Anne moved, Cari 2nded

The motion passed unanimously.

Financial Report

- The Financial Report was presented.
 - Approval of Pre-Audit Report
 - Approval of Voucher Report
 - Approval of Financial Report (Budget and Transactions)
 - Rose, our bookkeeper, is preparing above reports in the absence of a treasurer. She is expecting to attend our next meeting.

Motion to approve pre-audit report & voucher report.

Richard moved, Tena 2nded

Roll call vote taken.

The motion passed unanimously.

Director's Report

Tracy highlighted the following:

- Tanya and Kerry passed their reviews.
- Our book sale event, including Coffee with a Cop, was successful.
- Tuesday, October 25, is our library outreach trip to Birchez Chamber's Court Open House.
- The Town Senior Center has identified a need for a new laptop, as their current, desktop, computer blows the fuse.
- Getting new Aerohive routers from MHLS will provide an accurate count of Wi-Fi users.
- Deising's is donating baked goods for our October 28 holiday party.

Statistical Report

- Nothing to report

Committee Reports

Long Range Planning

- Next committee meeting date is September 28, 2016, at 2:00.

Civil Service Update

- Raises cannot be given to competitive position appointments within 6 month of appointment.

Building and Grounds

- Light bases: Terry waiting for cooler weather.
- Richard is looking into alternatives to wooden forms.

Election Committee Report

- Anne re-elected, Tena won write-in vote, Annie LaBarge elected, Cari did not run.
- Election inspectors present throughout entire election day, with approximately 70 voters. Chairperson receives \$400 compensation. Inspectors receive \$100. Enabling legislation specifies possible minimum or maximum number of inspectors required.
- Preference for next election is to sort registered voters in the Town by name, as opposed to sorting voters by district, etc.
- Will appoint an election chairperson by March for next election.

Old Business

- Verizon Box
 - Richard took the initiative to improve our grounds, by using a pair of loppers, to remove overgrowth. Question regarding Verizon's responsibility for maintenance.
- Tracy has looked into easement/right-of-way of Verizon, and will refer to our deed.

New Business

- Computer Contract
 - **Motion to contract with MHLS for computer services, beginning in January, on a trial basis.**
 - Anne moved, Cynthia 2nded
 - Roll call vote taken.
 - The motion passed unanimously.
- Friends Group
 - Three tiers of a Friends Group
 - Fund raising
 - Volunteerism
 - Advocacy
 - Natalie volunteered for book sale, including baking, etc.
 - NYLA November librarian conference has meetings for friends groups, at a lower, friends, rate. Will offer Natalie the option to attend.
- The board gave their thanks to Cari for her service to our community.

Next Board Meeting date:

Monday, October 24, 2016, at 6:00 pm (4th Monday)

Motion to adjourn

Anne moved, Cynthia 2nded

The meeting was adjourned at 7:16.

Respectfully submitted,
Bruce Engholm