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