

**TOWN OF ULSTER PUBLIC LIBRARY
BOARD MEETING - MAY 22ND, 2017**

ANNE DAVIS, ABSENT

X TINA NIPPERT

X ANNIE LABARGE

X CYNTHIA WADNOLA

MARY NIELSEN, ABSENT

X RICHARD METZER

X ALLISON ORGANTINI

X THERSEA BRETTSCHEIDER

BRUE ENGHOLM, ABSENT

X TRACY PRIEST, DIRECTOR

PUBLIC COMMENT

CALL TO ORDER

Meeting called to order at 6:02 pm by Cynthia

Pledge

APPROVE MINUTES

MOTION TO APPROVE AMMENDED APRIL MINUTES (PRE-ORDER CHANGED TO PRE-VOUCHER)

Annie moved, Theresa second. All approved.

VOTE ON FINIANCIALS

MOTION TO APPROVE THE PRE-VOUCHER REPORT

Annie moved, Theresa second. All approved.

MOTION TO APPROVE THE VOUCHER REPORT

Theresa moved, Richard second. All approved.

Cynthia reported the Tax Cap Rate is 2.1% over –she submitted and everything looks good

DIRECTOR'S REPORT

- Tracy reported the Children's Program is taking 10 hours of her time weekly
- Civil Service does not have a list available as of yet for a potential replacement for a Children's Programmer. Questioned if we could hire outside of list - was told that was not an option
- Replacement computers should arrive within the next few days
- Worked with Paul Mays regarding the construction grant

Statistical Report reviewed

Committee Reports

Expansion / Renovation

- Grant is being worked on by Tracy along with Paul's input
- Paul was given a tour of the town of Ulster to help him get a sense of the town and what it represents before putting anything on paper
- Working on invitations for community workshops
 - June 15 7pm - 9pm Workshop with short presentation given by Paul
 - June 17 10am – 12pm Workshop with short presentation given by Paul
 - July 6 "We Heard You" meeting with a presentation on the renovation given by Paul

Election

- Jean sent a press release pertaining to the four Trustee positions available

Personnel

- Meeting took place on April 28th and made the following recommendation;
 - Across the board hourly wage increase for staff - \$11 each.
 - \$10.40 for P and Terry will remain with the 2% annual increase

MOTION TO APPROVE SALERY INCREASE EFFECTIVE JUNE 1, 2017 FOR HAILEY, TOM, TONYA at \$11 P/H AND \$10 P/H FOR P

Annie moved, Richard second. All approved.

Civil Service

- List is not available as of meeting date for Children's Program Director
- Will continue to follow up for the availability of list

Fundraising

- Panera Bread event held on May 17 – waiting on dollar amount collected
Other possibilities:
Five Guys Burgers, no flyer needed and we would receive % of total sales for the day
Paint and Sip – We would receive 10% of sales
- Tracy will send out a doodle poll for next meeting date and time

Old Business

- Final accounts have been closed at TRUSTCO Bank
- New final accounts have been opened at Bank of Greene County

New Business

- Building Expansion Committee Meeting scheduled for June 23 at 10 am
- Next Board meeting June 26, 5:30 pm

MOTION TO ADJORN

Richard moved, Theresa second. All approved

Meeting adjourned at 7:20 pm

Respectfully,

Allison L. Organtini