

**Town of Ulster Public Library
Board Of Trustees Meeting
July 24, 2018**

Present: Anne Davis, Bruce Engholm, Richard Metzger, Rotena Nippert, Allison Organtini, Cynthia Wadnola, Tracy Priest, Director

Absent: Susan Hayes (excused), Annie LaBarge (excused)

Public Comment

Anne called the meeting to order at 4:02 pm.

Motion to approve the minutes from our June 26, 2018 meeting, with amendments.

Cynthia moved, Allison 2nded

The motion carried unanimously on a voice vote.

Financial Report

Motion to approve pre-audit report

Anne moved, Cynthia 2nded

Roll call vote taken.

The motion carried unanimously.

Motion to approve voucher report.

Anne moved, Allison 2nded

Roll call vote taken.

The motion carried unanimously.

Motion to approve Financial Report prepared by O'connor Tax Services

Anne moved, Cynthia 2nded

Roll call vote taken.

The motion carried unanimously.

Director's Report

Please refer to the report submitted by Tracy

- Trustees should note that we will need to schedule a December board meeting this year, in a departure from tradition, for year-end purposes.

Committee Updates

● **Expansion/Renovation:**

Grant update:

- Approximately 60% completed

Other updates:

- Matching funds are required for a grant

● **Fundraising**

Our Big Raffle is planned for October, with a winner every day of the month

Tickets are \$10.00

We have already received donations from the following:

- TCBY
- Christina's \$30 gift certificate
- Bowery Dugout \$25
- Red Lobster \$10 gift certificate
- Other businesses that have been contacted by us need to mail our raffle letter to corporate for approval first.
- Try: Adam's, Sunshine Bagels

Matching Funds for grants continue to be a cause for concern -- the more that we have, the more that we can apply for.

- next meeting 7/25 @ 3:30 pm

- **Civil Service**

Update:

- The paperwork for the staff raises has been submitted by Tracy.

- **Budget and Finance**

2019 budget -- what is the publication date?

- **Personnel**

No updates.

- **Policy**

Policy review and recommendations are postponed from July to August, due to other, more current concerns.

- Committee to consist of *Bruce, Susan, & Anne.*

- **Election**

Review Timeline.

- Confirmed that proposed budget will be posted to website
- Legal notice to be published in the Daily Freeman
- 6:00 - 6:30 Monday, August 27 Meet (Bruce) the Candidate night (library closed)
- 4:00 Tuesday, August 28 board meeting

Old Business

None

New Business

Motion to approve final vote on logo from Query Creative

Anne moved, Allison 2nded

The motion carried unanimously on a voice vote.

Next Board Meeting date:

4:00 Tuesday, August 28 board meeting (4th Tuesday)

Public Comment

Motion to adjourn

Cynthia moved, Richard 2nded

The meeting was adjourned at 4:54.

Respectfully submitted,

Bruce Engholm

Recording Secretary