

## Town of Ulster Public Library Board Of Trustees Meeting August 28, 2018

**Present: Anne Davis, Bruce Engholm, Susan Hayes, Annie LaBarge,**

Richard Metzger, Rotena Nippert, Allison Organtini, Cynthia Wadnola, Tracy Priest,  
Director Absent: (none) Public Comment Anne called the meeting to order at 4:02 pm.

Motion to approve the July 24, 2018 board meeting minutes. Cynthia moved, Allison  
2nded The motion carried unanimously on a voice vote.

Financial Report (There was no pre-audit report to approve this month)

Motion to approve voucher report. Anne moved, Teena 2nded Roll call vote taken. The  
motion carried unanimously.

Motion to approve Financial Report prepared by O'connor Tax Services Anne moved,  
Allison 2nded Roll call vote taken. The motion carried unanimously.

Director's Report Tracy highlighted the following

- The library now has fishing poles to circulate, along with a box of lures. As of this meeting, three were in circulation, including an intergenerational loan to a grandfather/granddaughter combination.
- The library has enrolled in paid family leave.
- Ulster County Library Association banquet is at the Chateau, see Tracy if interested in attending.
- MHLS is on November 2, at Locust Grove, in Poughkeepsie, a new location.
- Ms. Kelly submitted a report on the Summer Reading Program

30 programs 563 attendees 309 kids attended 74 registered for the summer reading program 25 completed their reading logs

### **Committee Updates**

- **Expansion/Renovation:**

Grant update:

Anne sent out an email blast with the subject: Celebrating 15 years in our current location! \*, and inviting people to attend the Community Meeting presented by our architect of hire, Paul Mays, Thursday, September 20 at 7PM. 90% of our 2018 grant check has arrived.

**Motion to close early on Thursday, September 20, for the 7:00 Community Meeting with our architect. Anne moved, Cynthia 2nded The motion carried unanimously on a voice vote.**

- **Fundraising**

Book Sale approved: Saturday, 9/29/18, 10:00-3:00

Kiwanis Club to cook hot dogs and provide tent October Raffle proceeding

**Motion to direct bake sale proceeds from the operating fund to the building fund. Anne moved, Susan 2nded The motion carried unanimously on a voice vote.**

- **Civil Service**

Update on creation of Treasurer Position, Payroll Certification

- **Budget and Finance**

Update

- **Personnel**

Hailey D.'s pursuit of promotion to clerk position was approved by the board,

who congratulated Hailey on her outstanding performance on the test. Page position: Maureen, the Summer page, returned to college, but we'd like to keep her as a possible sub. Board agreed to place an ad to replace Maureen.

- **Policy**

Update

- **Election/Budget vote**

Trustee terms

Mary Neilson's term was filled by Richard. Her term is expiring after our September meeting. This leaves two empty seats on the board. Updates

### **Old Business None**

New Business Next Board Meeting date: 4:00 Tuesday, September 25 board meeting (4th Tuesday). Our secretary, Bruce, will be attending the trustee training in Poughkeepsie. Allison volunteered to take minutes in Bruce's absence.

Note:

- October is the annual organizational business meeting, including the oath of office for newly elected or appointed trustees. That will immediately be followed by the October board meeting.

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

### **Public Comment**

Motion to adjourn Teena moved, Cynthia 2nded The meeting was adjourned at 4:52.

Respectfully submitted, Bruce Engholm Recording Secretary