

*Approved 7/11/11*

**MINUTES**  
Board of Trustees' Meeting  
June 13, 2011

**Present:**

Dorothy Balko	Bruce Charbonneau	Lee Jamison	
Jane Jessup Mayer	Julie Johnson, Director	Andrew Pellettieri	
Gary Spielmann	Paula Van Meter	Michael Wheeler	Mark Wilson

**Guest:** Bonnie Shannon

**Excused:** Patricia Altman , F. James Tuttle, Karen Vecellio

The meeting was called to order at 7:02 p.m.

**Announcements:** Thanks to Julie, Natalie and Jim for making an excellent presentation about the Library to the “50 Group” which was well-received and about which favorable feedback has been received.

The passage of legislation imposing a limit on increases in property tax seems likely, which will impact the Library’s ability to secure increases in funding in the future, but the present funding is secure irrespective of any legislative change.

New trustees are encouraged to attend upcoming MHLS Trustee Training sessions.

**May Minutes:** A correction was made to the Buildings & Grounds Committee report, that plantings around the bench site have not yet been made but will be made in the future when the bench is in place. Motion made (Jessup Mayer), seconded (Wilson) and approved to accept as drafted and corrected.

**Reports:**

**Friends of the Library** – Bonnie reported that, in spite of the rainy weather, the book sale resulted in \$3,000.00, which was only \$200.00 less than last year. A total of 50 volunteers helped make the event a success. All remaining books were donated to appropriate charities.

The Board thanked Bonnie for her outstanding effort and organizational skill which made the sale run smoothly and successfully and without which the sale would not be possible.

**Director** (written report attached) - Julie reported that arrangements have been made with Time Warner to increase the Library’s dedicated bandwidth, thereby increasing computer speed and flexibility. Two new staff members have been hired, subject to Board approval, as discussed further in New Business.

**Treasurer** (attached) – Motion made (Van Meter), seconded (Jamison) and approved to accept the report. The March 2011 expenditure report, delayed from the last meeting, and the April, 2011 expenditure report were both not available at the meeting so approval of both will be withheld until the next meeting. The May, 2011 expenditures to be reviewed by Lee.

**Committees:**

Buildings & Grounds – Dot reported that a new bathroom sink has been installed resulting in a

significant upgrade in the facility. Also, door locks have been replaced, and the fence sanding was completed. Jane reported on lighting upgrades, including outside sensors to coordinate outside lighting to hours of darkness and need. Jane has de-cluttered areas of the Library and will continue to monitor for excessive clutter, and will coordinate possible holiday decorations in the future.

Finance – no activities to report.

Operations – no activities to report.

21<sup>st</sup> Century Building - The committee has begun effort to identify potential donors and approaches for fund-raising. The methods used in Grahamsville and Claverack have been examined for guidance.

Long Range Plan – no activities to report.

#### **New Business:**

The hiring of Eric Hartman as Office Manager and Library Assistant was discussed, and upon motion (Charbonneau), second (Jamison) and unanimous vote, his hiring was approved.

Jodie Jacque has also been hired as a part-time Library Assistant, and after discussion, motion (Jessup Mayer) second (Pellettieri) and unanimous vote, approval was given for her hire.

A motion was made (Spielmann) and seconded (Van Meter) to go into **Executive Session** for the purpose of discussing the Director's evaluation and compensation. The Director excused herself from the rest of the meeting.

Following discussion in Executive Session, a motion was made (Wheeler) and seconded (Jamison) to increase the Director's compensation by 5%, from \$48,668 to \$51,101, effective for the calendar year May 1, 2011 to May 1, 2012. The increase in Director's compensation was approved by unanimous vote of the Board.

#### **Sunday Coverage:**

June 19 - Paula; June 26 - Mark; July 3 (if open) – Lee; July 10 – Dot

Adjournment – A motion was made (Wheeler), seconded (Charbonneau) and approved, at 9:17 p.m., to adjourn.

Next Meeting: July 11, 2011.