

APPROVED

MINUTES
Board of Trustees' Meeting
November 14, 2011

Present:

Patricia Altman	Dorothy Balko	Julie Johnson, Director
Jane Jessup Mayer	Lee Jamison	Gary Spielmann
F. James Tuttle	Karen Vecellio	Paula Van Meter
Michael Wheeler	Mark Wilson	

Guests: Elaine Ewing, Bonnie Shannon

Absent / Excused: Bruce Charbonneau, Andrew Pellettieri

The meeting was called to order at 7:03 p.m.

Announcements: The road reconstruction in front of the Library still requires some finishing work, but the project is expected to be completed within the next two weeks. On December 3, 2011, NYLA will hold another session of a conference on Legal Issues for Libraries that Gary and Mark previously attended.

October Minutes: Motion made (Jessup Mayer), seconded (Balko) and approved to accept as drafted.

Reports:

Friends of the Library: Elaine reported that Candlelight Night will be held on December 9th, and the Library will once again be open to visitors, with music and refreshments offered. Also, on the December 9th and December 16th weekends FOL will offer a book sale as part of the Holiday Market held by CCHS at the Vanderpoel House. Bonnie Shannon has agreed to be the Chairperson of book sales, and will be coordinating the December sales.

Director: (written report attached). Julie reported that circulation numbers have increased recently. There will be a Community Awareness Meeting at the Library, on November 30th, for discussion about safety issues with a New York State Police Trooper.

Treasurer (attached) – The August, 2011 expenditures: Ledger - \$5,880.15 and VISA \$415.00 were reviewed by Paula and found to be in order. Motion made (Tuttle), seconded (Wheeler) and approved to accept the expenditures. September expenditures to be reviewed by Jim.

Committees:

Buildings & Grounds – The clean-up project has been completed. There is not enough time to complete work on the porch before Winter weather imposes restrictions, so that work will commence in the Spring.

Finance – Mike reported that this year's tax return has been completed.

Operations – Karen reported on the research and discussion completed concerning health care insurance options for coverage of the full-time position of Director. A motion was made (Jamison), seconded (Jessup Mayer) and approved to go into Executive Session to discuss this personnel matter.

After discussion in Executive Session and resumption of open meeting, Karen promised to obtain information from the Kleeber Agency about whether any legal issues are involved in offering health insurance to the only full-time position on the Library staff. On the assumption that we could make such an offer without legal exposure to liability concerning any other employee, a motion was made (Vecellio), seconded (Balko) and approved authorizing the offer of health insurance coverage to the sole full time professional position, the Director, at a cost of \$5,100.00 through the Kleeber Agency, with 90% of that cost paid by the Library and 10% of the cost paid by the insured

21st Century Building - The Committee discussed options for paying for the renovations to the Children's Room, to be discussed under Old Business.

Long Range Plan – no activities to report.

Old Business: Sewer District – Gary reported the support of Library for the project at the public meeting, and supplied a letter confirming that support. The Village Board has not yet voted on the project.

Plans were distributed showing the proposed renovations to the Children's Room, at a total cost of \$27,000.00, which exceeds funding currently authorized for this project and additional funding recommended for such authorization by \$10,375.00. Gary reported that an anonymous donor had promised \$5,000.00, leaving a \$5,375.00 deficit, assuming authorization for the revenue from the Oktoberfest and from the Evelyn Bordewick Foundation to be designated for expenditure on the project. The 21st Century Building Committee decided that it was not desirable to request funding from the community, since the Oktoberfest was for that purpose. Gary requested that each Trustee make donations to make up the deficit, and to contact him privately about what their contributions would be. A motion was made (Wheeler), seconded (Tuttle) and approved to authorize designation of the \$5,000.00 revenue from the Oktoberfest, and the \$5,000.00 from the Evelyn Bordewick Foundation for spending on the Children's Room renovation. An additional motion was made (Spielmann), seconded (Wheeler) and approved to authorize the spending of an additional \$10,000.00, not currently in Library funds, that may be received from contributions for this project.

New Business: There was discussion of the arcane process for possible requests for increased public revenue under the new Property Tax Cap law.

Sunday Coverage was assigned:

November 20 - Dot; November 27 – Mark;

December 4 – Lee; December 11 – Patricia.

Next Meeting: December 12, 2011.

A motion was made (Tuttle), seconded (Wheeler) and approved to adjourn at 8:45 p.m.

Submitted by Paula Van Meter, Secretary