

Your Home Public Library Board of Trustees Meeting

Meeting Minutes September 14, 2015

Attendees: Director Tillinghast, D. Bartlow, L. Bryan, R. Deemie, E.D. Knight, S. Maximiek

Guests: Maryse Quinn, Barbara Williamson

Call to Order: 5:57 pm

(The Board convened in the Sun Room at 5:30 for a tour of the completed project, and then moved to the Meeting Room to convene the meeting)

Receiving of Visitors: Maryse Quinn, Barbara Williamson

Ms. Williamson is concerned about possible changes in vacation times, and some problems with health insurance such as high unexpected deductibles. L. Bryan explained that we needed to follow up with our representative from the health insurance company and find out what is the concern.

Approval of Minutes: August 2015 minutes. L. Bryan approved with corrections, R. Deemie seconded.

Communications/Correspondence:

Letter from MaryAnn Cuff (Friends Member and Master Gardener) concerning the pine tree. The tree is dying and it appears that it will affect the gas line. A Dig Safe request went in, and Village was notified re: utilities and we were informed the tree can not be touched. L. Bryan will take a picture of the tree, and send the original letter forward to the Mayor with additional information.

Approval of Claims and Budget:

Motion to approve claims. S. Maximiek moved to approve; R. Deemie seconded.

Motion to approve budget amendments as noted - \$3061 from line 8.050 and \$600 from line 8.055, both to be moved to line 4.022; \$300 from line 4.045 to line 4.930; \$1650 to line 8.040 from line 8.030. E.D. Knight moved to approve and D. Bartlow seconded.

Library Director's Report: Retirement: We are only paying for our employees' portion, but we still not getting paperwork that shows just our bills – we are getting it for the whole Village.

The Village installed a water meter on the building, and Director Tillinghast was informed that all Village buildings were getting one.

Old Business:

- A. First look through of General Personnel Policies 300-1; will finish at special meeting 9/22
- B. Review of Sunroom Project. Chip did amazing overseeing the job, and the project involved lots of extra work on his part. Staff did a great job handled the shifting of the collection efficiently and well. There were not any complaints about the few days of closing.

New Business:

A. Future Library Improvement Projects: Pool of money in NYS called SAM for money for library and museum improvements. Director Tillinghast has asked Donna Lupardo about how this works. Director Tillinghast has asked for an estimate for an elevator to go by the fire tower and to re-anchor the fire tower to the building - this is still in the investigative phase.

B. Review of the report from the Accounting Interns: Tabled.

Adjournment 7:55pm.

Next Regular Meeting: Tuesday, October 13, 2015 at 5:30pm.

Next Special Meeting: Tuesday, September, 22, 2015 at 5:30pm to continue work on the Personnel Policy.