

**Your Home Public Library Board of Trustees
Meeting Minutes April 13, 2015**

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

Guests: none

Call to Order: 5:35 p.m.

Receiving of Visitors: Molly Creveling, Stephen Requa, Mary Requa, John Roby

Approval of Minutes (March 15 Regular Meeting & March Special Meeting):

S. Maximiek approves and D. Knights seconds both sets, approved as written.

Communications/Correspondence

None.

Approval of Claims

S. Maximiek moved to approved, R. Deemie seconded.

Library Director's Report

Has been working with Adult Services librarian to take on new duties. L. Rockwood has been thanked for her work as temporary library clerk. The process for hiring a replacement for the senior library clerk has started. A full-time staff member will be out for much of May, and the Director is working with staff to cover necessary work.

Four Counties will have a board meeting at YHPL on May 22 at noon.

Old Business

A. Health Insurance

Retirees are making payments for their health insurance directly to the YHPL.

B. Update regarding joint committee with the Village

R. Deemie and L. Bryan met and approved a process involving sharing of information with the Village. Documents involving expenses and budgets back and forth and email are being shared with questions. Next meeting will be after May 1. Will start March-January 2015 and then will go back and review month by month as necessary.

C. Voucher Review

D. Knight and L. Bryan will continue to review the vouchers before each board meeting for remainder of the year

D. Formal resolution for bank signatures

Resolved that the First Niagara Bank, headquartered in Buffalo, N.Y. is designated an authorized depository of this corporation; and Further Resolved that all drafts, checks and other instruments or orders for the payment of money drawn against the account of accounts of this corporation

with said depository shall be signed by any One of the following: Andrea Tillinghast/ Sarah Maximiek.

New Business

A. Tax Cap Override Resolution

Given our current financial status, we are not in danger of exceeding the tax cap with our new budget, so the Board is not going to vote on the Tax Cap Resolution for the FY 2015/16.

B. 2014 NYS Annual Report

R. Deemie motioned to approve, S. Maximiek seconded.

C. Staff Resignation

Matt Requa resigned, and the board accepted his resignation and the Board will send out a letter thanking him for his years of service.

Public Comments

The guests were asked if they had any questions concerning the business that the Board had discussed. Ms. Requa wanted to know if Matt Requas' job was going to be filled as part time or full time. L. Bryan explained that due to civil service, it would continue to as full time. Ms. Requa also wanted to know if the pay would be public knowledge. The Board answered that yes, all employee pay is public knowledge. Ms. Requa shared that Matt enjoyed his 6 years of employment at the Library, and left in part because he was not making enough pay, and expressed unhappiness that he did not get an exit interview. L. Bryan expressed that the Board will not discuss specific employee records with people other than the employee, and encouraged that the former employee reach out to the Director.

D. Personnel Issue

R. Deemie made a motion to move into an executive session to discuss a health insurance issue as it relates to a specific employee. S. Maximiek seconded. Motion passed with all approved at 6:30pm

No motions were made during this meeting.

The executive session was adjourned at 7:08pm

Next Meeting: May 11, 2015

5:30 p.m.