

**Your Home Public Library Board of Trustees Meeting**

**Meeting Minutes May 9, 2016**

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

**Guests:** none

**Call to Order:** 5:30 pm

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**Receiving of Visitors:** none

**Approval of Minutes from April 2016 meeting:**

R. Deemie motion to approve with edits, E.D. Knight seconds.

**Communications/Correspondence:** none

**Approval of Claims and Budget:**

D. Bartlow moved to approve the claims, E.D. Knight seconded.

L. Bryan – approved, D. Bartlow - approved, R. Deemie - approved, E.D. Knight - approved, S. Maximiek – approved.

**Library Director's Report:**

Work with the Auditor is ongoing. Still overseeing the BU student who is inventorying our local history collection. Reached out to Assemb. Lupardo's aide regarding the fire tower project. Met with The Partners Insurance about health insurance plan changes. Made preparation for vacation. Making changes to NYS Annual reported as requested by 4CLS.

**Committee Reports:**

Fiscal Committee: asked to meet with the Mayors office again, no response. See attached report regarding Health Insurance.

**Old Business:**

- **4CLS Agreement:** Tabled until June meeting.

**New Business:**

**Policy Review**

- **500-1 Overview of Fiscal Procedures:** Edits will be made to make sure it is clear the Account Clerk can view check images. Minor wording edits were suggested. D. Bartlow motioned to approve with edits, R. Deemie seconded.

L. Bryan – approved, D. Bartlow - approved, R. Deemie - approved, E.D. Knight - approved, S.

Maximiek – approved.

- **500-4: Fund Balance Policy:** A motion to approve Fund Balance Policy, 500-4, with edits by S. Maximiek, seconded by L. Bryan.

L. Bryan – approved, D. Bartlow - approved, R. Deemie - approved, E.D. Knight - approved, S. Maximiek – approved.

### **Health Insurance Change:**

D. Bartlow moves to accept the new health insurance plan as put forth by the Finance Committee. This includes an amendment to our *300-1: General Personnel Policy* (D: Medical & Dental Insurance, #2) to offer insurance for the retirees with a 15% contribution rate, and that spouse or family members can be added to retirees plans at the expense of the employee. E.D. Knight seconds.

L. Bryan – approved, D. Bartlow - approved, R. Deemie - approved, E.D. Knight - approved, S. Maximiek – approved.

**Adjournment: 6:35pm.** E.D Knight moved, D. Bartlow seconded

**Next Meeting: Monday, June 13<sup>th</sup>, 5:30pm**

Fiscal Committee Report

submitted via email Saturday May 7 From Dan Knight and Lynette Bryan:

The current insurance plan utilized by the library is being discontinued as of August. It is our recommendation that employees be offered the choice of two different plans:

Gold 9 - includes an HSA for the employee deductible, but the coinsurance is increased to 10% for in-network service and 20% for out of network service with maximum out of pocket at \$3K/6K (single/family).

Platinum 1 - does not have an HSA and \$0 deductible in-network. There are copays for visits at various levels from \$15 office visit to \$150 ER. Maximum out of pocket is \$6,350/\$12,700.

The reason for allowing choice is for those who prefer not to deal with an HSA account. This gives the employee some control over their options. The budget increase for the library will be approximately \$10,000 with either option.

Lastly, it is our recommendation that the employee contribution stay at 5% for those on the single plan and increase to 10% for those with additional family members. This equates to \$13.02/15.95 paycheck contribution for single and \$52.07/63.78 paycheck contribution for self/spouse.

For retirees, we are recommending that we immediately amend our policy to offer insurance for the retiree with a 15% contribution, and that spouse or family members can be added at the expense of the employee.

\*\*Please email any questions prior to the meeting.