

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

**Meeting Minutes June 13, 2016**

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

**Excused:** S. Maximiek

**Guests:** Maryse Quinn

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

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**Receiving of Visitors:** Maryse Quinn reported on YHPL's Summer Reading Theme - Health & Fitness. Some of the presenters for the children's and teen's programs will come from outside the library. Pre-school program will be held at CFJ Park. Season will end with a carousel run. A bus will take participants to all of the operating local carousels.

**Approval of Minutes from May 2016 meeting:** Policy 500-4 Fund Balance motion to approve as amended D. Bartlow/second L. Bryan  
Motion to approve E.D Knight/seconded R. Deemie. Unanimous approval by board.

**Communications /Correspondence:** Memo from Village Clerk re JCI contract. Discussion – Library funds come from tax payers to provide library services to the community and not to pay for any contractual services that were voted on and agreed to by the Village Board. Unanimous agreement by the library board.

**Approval of Claims and Budget:** Motion to approve L. Bryan/seconded D. Bartlow.  
Unanimous approval by board.

**Library Director's Report:** Staff Performance Evaluations are complete. Reported on YHPL articles in the Union Library District newsletter. Explained an issue with Binghamton University and the digital captioning of library documents, program "on hold" until issue is resolved. Reported on meeting with auditors and President Bryan. Reported that Saturday is National Knitting Day, the YHPL porch will house knitters on 6/18.

**Committee Reports:** E.D. Knight reported on conversation with Mayor regarding building issues including roof repairs covered by grant from Donna Lupardo's office. Note: work has yet to begin on the roof.

**Old Business:** 4CLS Annual Agreement approved for one year. Motion to approve R. Deemie/seconded E.D. Knight. Unanimous agreement by board. In the future YHPL would like 4CLS to give the option of performing cataloging services in-house.

New health insurance plan that includes an amendment to YHPL's *General Personnel Policy* (D: Medical & Dental Insurance, which has been reviewed by the library attorney.

**New Business:** Appointment of YHPL Treasurer – Kelly Adair Bollinger. Motion to approve L. Bryan/seconded E.D. Knight. Unanimous approval by board.

Motion to go into Executive Session D. Bartlow/seconded R. Deemie 6:43 p.m.

Motion to end Executive Session E.D. Knight/seconded R. Deemie 7:37 p.m.

Approval of staff salary/wage increases effective June 1, 2016 – February 28, 2017. Motion to approve D. Bartlow /seconded R. Deemie. Unanimous board approval.

Meeting adjourned 7:38 p.m. Motion by R. Deemie/seconded E.D. Knight.

Respectfully submitted,

Diane Bartlow

