

**Your Home Public Library Board of Trustees Board Meeting
Meeting Minutes November 14, 2016**

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

Guests: None

Call to Order: 5:28pm

Call to Order: 5: 28pm

Receiving of Visitors: None

Approval of Meeting Minutes from October 2016 meeting: minutes are not completed yet.

Communications/correspondence: none

Approval of Claims & Budget: R. Deemie moves to approve the claims for October 2014, D. Bartlow seconds.

L. Bryan moves for the following budget modifications:

- From 4.031a move \$200 to 4.036; move \$500 from 4.101a to 4.036
- 4.031b move \$1200 to 4.340 (for phone – we have been getting accurate billing from Time Warner now)
- \$8961 from 8.010 (NYS retirement fund – our paperwork from ERS shows a lower bill then what we have paid in the past to the Village) to 9.060. Health Insurance rates are higher than due to the mid-year change in plans, the Health Insurance line needs more support.

E. D. Knight seconds.

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

Director's report:

Second carpet quote came in for the second floor recarpeting project. The first quote was cheaper, and since it falls under the price cap allowed for by the motion in the last board meeting, Director Tillinghast will move forward with the work. HD is more cost effective, based on earlier board motion; DT will be pursuing a bid with HD.

Director Tillinghast met with Mayor Deemie regarding Buildings and Grounds on Oct 28th, it went well.

Director Tillinghast discussed the schedule of Library closings for 2017. Slight adjustments were made to the summer schedule.

S. Maximiek is the only board member who has a term expiration at the end of this year, and is eligible to serve one more term. She has agreed to renew.

Committee Reports:

Nomination committee: D. Bartlow, chair, lead the discussion on possible nominations and considerations for officers for the 2017 years. The current President and Secretary must step down from their roles due to term limits. The proposed slate for 2017 is as follows:

R. Deemie, President; E.D. Knight, Vice-President; D. Bartlow, Secretary.

Fiscal ad-hoc committee: The committee met with the Mayor, Tom Johnson, and Cindy to continue discussions. It was a very contentious meeting without much common ground.

Old Business:

- Carpeting quotes: discussed during Directors' Report

New Business:

- Policy 5001-1: Fiscal and Record Keeping. S. Maximiek moves to approve edits. R. Deemie seconds.

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

- Minimum wage increase December 31, 2016

Discussion about the changes in minimum wage law, which will immediately effect 2 employees. It goes into effect on December 31, with a minimum wage of \$9.70/hr. Bringing these employees up to the minimum wage for the remainder of the year will have a small effect on the budget and should not require modifications. The Board agrees that the longer term impacts of the law needs to be considered carefully in all future budget planning.

D. Bartlow moves to bring employees in the YHPL that are currently making below the new minimum wage standard up to the new minimum wage no later than December 31, 2016. E.D. Knight seconds.

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

- YHPL Library closings for 2017. LB approves, SM seconds. L. Bryan – approved, D. Bartlow - approved, R. Deemie - approved, E.D. Knight - approved, S. Maximiek – approved.

Meeting adjourned at 6:36 pm

Next meeting date Tuesday Dec 13th at 5:30pm

Minutes submitted by Sarah Maximiek