

Your Home Public Library Board of Trustees

Meeting Minutes: June 12, 2017

Attendees: Interim Director Enright, D. Bartlow, E.D. Knight, R. Deemie

Absent: S. Maximiek

Call to Order: 5:40 pm

Approval of May 8, 2017 meeting minutes motion by R. Deemie/seconded E.D. Knight

Approval of May 15, 2017 meeting minutes with correction motion by E.D. Knight/seconded D. Bartlow

Approval of Claims and Budget: motion by D. Bartlow/seconded by E.D. Knight

Correspondence and Communications: Broome County Health Department sent literature offering free No Smoking signs for library property. D. Bartlow will check with the proper village official to determine if these signs should be posted. Board agreed to support village decision.

President's Report

Director's Report

Additionally, N. Enright will check with part-time library clerks to determine their availability if more hours are needed to have adequate coverage while Enright is on leave.

Old Business: No contact from village officials re outstanding financial issues

By-law change – waiting for language from S. Maximiek regarding term of office change.

Charter amendment language per Sharon Philips (Department of Education

“The Trustees hereby request that the Regents amend the charter of such corporation to state that the current number of five trustees as stated in the absolute charter be changes to a range of trustees to be not less than seven nor more than eleven with the current number being seven; to add the Internal Revenue Service purpose and dissolution language necessary for tax exempt status under section § 501 (c) 3; and to designate the Commissioner of Education as the representative of the corporation upon whom process in any action or proceeding against it may be served...”

New Business: D. Bartlow reported on village plans to initiate a village museum and acquire historical memorabilia from the library.

Discussion relating to security for employees, patrons and building.

Discussion on Code of Conduct with regard to disallow eating and drinking on the first floor of the library, motion by D. Bartlow/seconded R. Deemie. Unanimous vote.

Discussion on Account/View/Pay : The Board agreed to have Kelly added to the KeyBank purchase card account in order to view and pay invoices.

Discussion to increase library employee's salary/hourly wages by 2% motion by D. Bartlow/seconded E.D. Knight. Unanimous vote.

Motion to adjourn at 7:05 PM E.D. Knight/seconded R. Deemie

Respectfully submitted,

Diane Bartlow