

Seymour Library Board of Trustees Minutes

Date: 16 August 2017

Call to Order

The regular meeting of the Seymour Library Board of Trustees Minutes was called to order at 7:00 pm on 16 August 2017 by Board President L. Cenci.

Attendance

Present: Brigitte Duschen, LuAnne Cenci, David Newman, Taysie Pennington, Scott Rochette, Linda Sanford, Christopher Wilcox, Meg Zimmer, and Carl Gouveia (Director)

Absent: none

Guests: Patricia Hayles (accountant), Krista Matthews (staff), Nancy Powell (staff), Jackie Smith (Clarkson Liaison)

2016 990 Review

Contributions and Grants: \$534,080

Program Service Revenue: \$29,850

Investment Income: \$176

Total Revenue: \$564,106

Grants and Similar Amounts paid: \$15,354

Salaries, Benefits, Etc.: \$376,108

Other Expenses: \$203,715

Total Expenses: \$595,177

Revenue Less Expenses: *-\$31,071*

Total Assets: \$723,542

Total Liabilities: \$53,328

Net Assets: \$670,214

D. Newman made a motion (with L. Cenci seconding) to file the 2016 990 Form. The motion passed unanimously.

Public Comments:

None.

Correspondence:

None.

Approval of Minutes:

L. Sanford made a motion (with L. Cenci seconding) to accept the minutes of the July 2017 meeting. The motion passed unanimously.

Director's Report

C. Gouveia presented his monthly written report outlining various activities. Among them:

B. Albone provided an estimate to repair HVAC Pump #1 (\$3,800). We will be seeking two other estimates.

C. Gouveia spent a great deal of time in support of the 2017 Brockport Arts Festival (11-13 August).

Numerous complaints from patrons have been received regarding the reduction in library operating hours.

The following requests for board action were posed:

D. Newman made a motion (seconded by B. Duschen) to accept the resignation of Library Page Lindsay Allen as of 28 August 2017. The motion passed unanimously.

L. Sanford made a motion (seconded by M. Zimmer) to approve the appointment of Mikayla Canham as Library Page starting 21 August 2017 at \$9.70/hour. The motion passed unanimously.

President's Report

L. Cenci reported that the Municipal Agreement has been approved and signed by representatives of Brockport and Sweden. It has yet to be approved and signed by the representative of Clarkson.

As of this writing, 20 parties have committed to creating chairs for the upcoming auction. It is hoped that 25 total chairs will be created. The chairs will be displayed by 31 August 2017, with the auction happening on 8 October 2017.

The solar project is still delayed.

The Foundation is investigating the purchase and installation of an electronic lawn (LED) sign. A donation has been made for this purpose, and estimates are being sought.

Board members are being encouraged to attend Town/Village Board meetings. Any member can attend any meeting, not just those in which they reside.

Old Business

Standing Committee Updates

Financial

1. August bill signers: L. Cenci and L. Sanford
2. September bill signers: C. Wilcox and M. Zimmer

Approval of Bills and Treasurer's Report

After review, and with a motion from D. Newman, seconded by W. Boroweic, the Treasurer's Report and payment of bills were unanimously approved.

Nominating

No report.

Facilities/Operational

See Director's Report

Marketing

The committee is working on a tag line and a mission statement, along with a Did You Know campaign.

Next meeting: 29 August 2017, 10:00 am.

Friends

No report.

Policies

The first aid policy was slightly revised. D. Newman made a motion (seconded by S. Rochette) to accept the revised first aid policy. The motion passed unanimously.

Foundation

See President's Report.

Municipal Agreement

See President's Report.

New Business

The new Monroe County Library System (MCLS) Document of Understanding was reviewed. D. Newman made a motion (seconded by C. Wilcox) to accept the MCLS Document of Understanding. The motion passed unanimously.

D. Newman made a motion (seconded by B. Duschen) to create a new bank account for Bullet funds. The motion passed unanimously.

A discussion ensued regarding the role of Treasurer. Currently (and according to our Bylaws), the role is somewhat limited. The Board will reexamine the roles and responsibilities of the Treasurer in the future.

The concept of developing a separate Library District was broached once again. The original submitted legislature (vetoed by Governor Cuomo) can be resubmitted. We can and should work with the municipalities to obtain Home Rule, and emphasize the concept of shared services, both of which could increase our chances of success.

D. Newman made a motion (seconded by L. Cenci) to authorize C. Gouveia to sign the NYS Education Grant application to support the construction of study rooms. The motion passed unanimously.

The proposed 2018 budget was discussed. D. Newman made a motion (seconded by L. Cenci) to approve the budget as written. The motion passed unanimously.

Executive Session

None.

Adjournment

At 8:46 pm, a motion was made by L. Cenci to adjourn. The motion was seconded by S. Rochette, and it was unanimously approved.

Next meeting: 20 September 2017, 7:00 pm.

Minutes respectfully submitted by S. Rochette.