

**South Country Library**  
**BOARD OF TRUSTEES MEETING**

**November 17, 2016**

**MINUTES**

**I. Call to order**

G. Cruz called the meeting to order at 6:52pm.

Present: J. Neal, A.Kamran, J.Johnson, W. Klaiber, A. Graham, G. Cruz, C. Gagliano, R. Hunt (arrived at 7:35)

Absent: J. Long -Merill

Staff/ Audience: K. Sembler, P. O’Leary, F. Wiener, J. Cohen

**II. Remarks from the Audience: - None**

**III. Approval of Minutes of the September 15, 2016 Meeting**

A.Kamran made a motion to approve the Minutes of the September 15, 2016 meeting, seconded by W. Klaiber. The vote was unanimous.

**IV. Report of the Treasurer**

A. Balance Sheets – **September 2016**

1. General Fund- \$2,386,756.08
2. Endowment Fund- \$38,176.06
3. Capital Fund - \$412,290.82

B. Operating Warrants

A. Balance Sheets- **October 2016**

1. General Fund- \$2,196,574.38
2. Endowment Fund-\$38,278.41
3. Capital Fund-\$412,317.09

G. Cruz stated the treasurer’s reports be placed on file for audit.

## **V. Report of the Administrators – OCTOBER**

Benches have been brought from the rear of the library to the front of the library. Power washing has been done. A lithograph donated by George Dell is hanging in the art gallery.

## **Report of the Administrators- NOVEMBER**

Update of business center and space will be rearranged. Scanning, photo copy and faxing machine will be available. Recycling company supplied a bin to collect material for shedding at a cost of \$70.00 quarterly.

A. Graham made a motion to approve the Report of the Administrators, seconded by J. Neal. The vote was unanimous.

## **VI. Report of the Committees**

A. Budget & Finance - No

B. Buildings & Grounds – Lyons signed the contract and began the fall clean up. Bank lease does not include landscaping from the Library.

C. Personnel - No

D. Community Affairs- No

E. Hubbard Fund - No

F. Long Range Planning - No

G. Nominating Committee - No

## **VII. Old Business – No**

## **IIX. New Business**

- A. Draft 2017-2018 Budget- J. Neal made a motion, seconded by A. Kamran to accept the draft of the budget for fiscal year 2017-2018 and authorize the Director to transfer funds from the unappropriated fund balance if necessary to keep the tax appropriation at or under the tax cap. This decision can only be made once the NYS Tax Cap software becomes available for imputing the budget figures. The vote was unanimous.

- B. Solar Light – G. Cruz asked to table the vote on the solar light for further information regarding pricing of installation.
- C. Employment Contract Amendment- (Under section 4. Letter D) “Medical benefits shall be offered in accordance with the South Country Library Personnel Policy and Procedures.” There is no need to re-sign contracts as per K. Seaman.  
J. Neal made a motion to amend the contracts, seconded by W. Klaiber. The vote was unanimous.
- D. Request for Staff Appreciation Day-A. Kamran made a motion, seconded by J. Johnson to approve a not to exceed amount of \$700.00 to cover the cost of Staff Appreciation Day. The vote was unanimous.

**X. Other** – Library patrons are limited to the number of DVDs they can check out to a total of 15, 5 of which are new.

A. Graham made a motion to approve the limit of DVD lending to patrons, second by W. Klaiber. The vote was unanimous.

**XI. Remarks from the Audience- None**

**XIII. Executive Session- No**

**XIV. Adjournment**

G. Cruz made a motion, seconded by W. Klaiber to adjourn the meeting at 7:47 pm. The vote was unanimous.