

**South Country Library
BOARD OF TRUSTEES MEETING
March 16, 2017
MINUTES**

I. CALL TO ORDER

G. Cruz called the meeting to order at 7:03 p.m

Present: J. Neal, A. Kamran, J. Johnson, W. Klaiber, J. Long Merrill, A. Graham, G. Cruz, C. Gagliano, R. Hunt.

Absent:

Staff/Audience: K. Sembler, P.O’Leary, F. Wiener, Taylor Gonzales, Shawn Kelly, Kathleen Kellenberger

II. Remarks from the Audience: None

III. APPROVAL OF THE MINUTES OF THE February 16, 2017 MEETING

J. Neal made a motion to approve the Minutes of the February 16, 2017 meeting, seconded by R. Hunt . The vote was unanimous.

IV. Report of the Treasurer

A. Balance Sheets

- 1. General Fund - \$ 1,288,483.76**
- 2. Endowment Fund – \$38,290.81**
- 3. Capital Fund - \$412,403.53**

B. Operating Warrants

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

V. Report of the Administrators

Breakfast will be offered to children this summer. The newsletter design has been enhanced. Saturday, June 10th, at 11am, will be the unveiling of the Little Free Library at Martha Ave. Park. Trustee and budget vote is set April 4th with four candidates for three openings. The Administrators have been working on the Browsing Room remodel project.

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

VI. Report of the Committees:

- A. Budget & Finance- None
- B. Buildings & Grounds- The committee met to review the remodeling proposals and finalize the specs for electrical outlets in the floor and ceiling lighting.
- C. Personnel- None
- D. Community Affairs- None
- E. Hubbard Fund- None
- F. Long Range Planning- None
- G. Nominating Committee- None

VII. Old Business

- A. Browsing Room Remodel-

A. Kamran made a motion to remodel the Browsing Room, which now includes the trenching for electricity, the money will come from the building repair budget line and the endowment fund and will not exceed \$48,000.00, seconded by J. Johnson. The vote was unanimous.

J. Neal made a motion to choose GSM Development for the Browsing Room remodel project, seconded by J. Johnson. The vote was unanimous.

VIII. New Business

- A. Hubbard Request

J. Long Merrill made a motion, seconded by J. Neal to approve using Hubbard Funds for the adult summer reading club, the cost to not exceed \$800.00. The vote was unanimous.

B. NYS Annual Report

- A. Graham made a motion, seconded by R. Hunt to approve the NYS Annual Report. The vote was unanimous.**

IX. Other-None

X. Remarks from the Audience - None

XI. Executive Session- Administrators Six Month Review

J. Johnson made a motion to go into executive session, second by W. Klaiber.

Six month review of Director and Assistant Director was discussed.

J. Neal made a motion to close the executive session at 8:15p.m., second by J. Johnson. The vote was unanimous.

The Board will request personnel forms for evaluation from SCLS Library Director Kevin Verbese. The personnel committee will meet to review the forms and then will meet in executive session. Within a month the review process will be completed.

XII. Adjournment

J. Neal made a motion, seconded by A Graham to adjourn the meeting at 8:20 p.m. The vote was unanimous.