

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

I. CALL TO ORDER

J. Neal called the meeting to order at 7:03 p.m

Present: J. Neal, A. Kamran, J. Johnson, C. Trent, S. Binnington, C. Gagliano, R. Hunt, M. Gillette

Absent : G. Cruz

Staff/Audience: K. Sembler, P.O’Leary, F. Wiener, C. Stucko, K. Kellenberger. D. Iadicicco, S. McDonald.

II. Remarks from the Audience: None

III. APPROVAL OF THE MINUTES OF THE October 19, 2017 MEETING

J. Johnson made a motion to approve the Minutes of the October 19, 2017 meeting, seconded by A. Kamran. The vote was unanimous.

IV. Report of the Treasurer

A. Balance Sheets

- 1. General Fund - \$ 2,398,727.28**
- 2. Endowment Fund - \$6,010.18**
- 3. Capital Fund - \$ 408,738.68**

B. Operating Warrants

J. Neal stated that the treasurer’s report be placed on file for audit.

V. Report of the Administration

Work is progressing on the 2018-2019 operating budget. A third Little Free Library will be located at Reynolds Insurance Co., the corner of Station Rd. and Montauk Highway. The Business Center technology performance was discussed with Carr Co. and some performance issues will be followed up by their representatives.

The first Pot Luck Thanksgiving Dinner will be on 11/17 at 6:00.

- C. Trent made a motion to approve the Report of the Administrators, seconded by J. Johnson. The vote was unanimous.

VI. Report of the Committees:

- A. Budget & Finance- None
- B. Buildings & Grounds- None
- C. Personnel- The library board and some members of the staff met on Monday, 11/13th. The staff discussed benefits and salaries, enlightening the board on their position in regard to other libraries of similar population.
- D. Community Affairs- None
- E. Hubbard Fund-None
- F. Long Range Planning-None
- G. Nominating Committee- None

VII. Old Business

- A. Post Office Lease renewal
- A. Kamran made a motion to accept the new rental agreement for the Post Office lease, seconded by M. Gillette and authorizes J. Neal to sign the lease. The vote was unanimous.

VIII. New Business

- A. Committee of C. Gagliano and M. Gillette will research the possibility of moving the art gallery from downstairs to the Large Print book area.

B. Staff Appreciation Day

J. Johnson made a motion, seconded by C. Trent to approve, an amount to not exceed \$700.00, to cover the cost of the Staff Appreciation Day. The vote was unanimous.

C. SCLS Budget

A. Kamran made a motion, seconded by R. Hunt to approve the proposed 2018 SCLS budget. The vote was unanimous.

D. R. Hunt made a motion to invite Kevin Verbesev to conduct a training workshop for Trustees, seconded by C. Trent. The vote was unanimous.

E. Review and approve NEW ADA Compliance Policy

Motion was tabled until December.

F. Ethics Policy- Introduction

Ethics policy from 2005 will be reviewed and discussed at December meeting.

IX. Other-

A. Trent proposed a taste test dessert fundraiser. Patrons will buy tickets.

X. Remarks from the Audience - None

XI. Executive Session

J. Neal made a motion, seconded by R. Hunt to enter into executive session to discuss personnel. The vote was unanimous.

XII. Adjournment

J. Johnson made a motion, seconded by A. Kamran to adjourn the meeting at 8:22 p.m. The vote was unanimous.