

**South Country Library**  
**BOARD OF TRUSTEES MEETING**  
**August 18, 2016**  
**MINUTES**

**I. CALL TO ORDER**

G. Cruz called the meeting to order at 7:05 p.m

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

Absent: A. Kamran

Staff/Audience: K. Sembler, P. O'Leary, F. Wiener, S. McDonald

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

**III. APPROVAL OF THE MINUTES OF THE JULY 21, 2016 MEETING**

J. Long Merrill made a motion to approve the Minutes of the July 21, 2016 meeting, seconded by J. Neal. The vote was unanimous as amended.

Clarify minutes of July 21, 2016 that A. Graham started the meeting due to the fact that G. Cruz arrived late.

**IV. Report of the Treasurer**

A. Balance Sheets

1. General Fund - \$1,485,337.17
2. Endowment Fund- \$38,171.20
3. Capital Fund- \$ 412,239.14

B. Operating Warrants

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

## **V. Report of the Director-**

1<sup>st</sup> annual used DVD sale was a big success which raised \$780. The Library is looking into having a Book Sale for next year. Elevator repair cost was reduced. Councilman Loguercio will be approached to discuss a Free Library at the Bellport Train Station. Pokeman team Badges were distributed to adults and children. All items from the fire inspection have been addressed except for the back door. The problem is using dead bolt on door.

J. Neal made a motion to approve the Report of the Director, seconded by J. Johnson. The vote was unanimous.

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

- A. Budget & Finance-None
- B. Buildings & Grounds-None
- C. Personnel-None
- D. Community Affairs- None
- E. Hubbard Fund- None
- F. Long Range Planning- None
- G. Nominating Committee-None

## **VII. Old Business-**

- A. Legal Contract Renewal- Retainer for Legal Services contract.  
It was recommended to table the signing of a lawyer's contract until a new Director has been appointed. The Board secretary will write a letter to Tom Voltz thanking him for his service and inform him that he no longer will be representing South Country Library.

A. Graham made a motion for the Board to look for a new lawyer other than the current lawyer, seconded by J. Neal. The vote was unanimous.

## **VIII. New Business-**

A. If the intent at the September 17, 2015 Board meeting was to commit \$12,000 for Children's acquisitions we need to have a motion to move the \$12,000 from an unassigned fund balance to a committed fund.

A. Graham made a motion to clarify the approved motion from 9/17/15 that the \$12,000 of the Children's acquisitions is to be a Committed Fund taken from the Unassigned Fund Balance –line 0200, seconded by J. Neal. The vote was unanimous.

### **B. Insurance Policy Renewal**

Property and Liability Insurance through Utica came in at \$1,000.00 less than the previous year. The umbrella policy is \$4,076.00.

J. Neal made a motion, seconded by A. Graham to approve the Utica Insurance Policy renewal. The vote was unanimous.

## **IX. Other-**

Congratulations to the 11 participants of Battle of the Books. Certificate of recognition will be sent to participants who won first place for best costume. South Country School Board and School Principals will be made aware of this achievement.

## **X. Remarks from the Audience - none**

## **XI. Adjournment**

J. Neal made a motion, seconded by W. Klaiber to adjourn the meeting at 7:50 p.m. The vote was unanimous.

## **XII. Executive Session**

R. Hunt made a motion to enter executive session at 7:50, second by J. Neal. The vote was unanimous.

Hiring of a new Library Director was discussed and voted on.

Hiring an Assistant Director was discussed and voted on.

Personnel Committee will create a job description for the Library Director and the Assistant Director.

Board Secretary will send letters of rejection to candidates.

J. Long Merrill made a motion to hire Kristina Sembler as the new Director of South Country Library, seconded by J. Johnson. The vote was unanimous.

J. Long Merrill made a motion to hire Patrick O'Leary as the Assistant Director of South Country Library, seconded by J. Johnson. The vote was unanimous.

### **XIII. Adjournment**

J. Long Merrill made a motion, seconded by J. Johnson to adjourn the executive session at 8:15 p.m. The vote was unanimous.