

**South Country Library  
BOARD OF TRUSTEES MEETING  
August 17, 2017  
MINUTES**

**I. CALL TO ORDER**

R. Hunt called the meeting to order at 7:04 p.m

J. Neal arrived at 7:45 to continue meeting

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

Absent: A. Kamran

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

II. Remarks from the Audience: None

**III. APPROVAL OF THE MINUTES OF THE July 20, 2017 MEETING**

J. Johnson made a motion to approve the Minutes of the July 20, 2017 meeting, seconded by M. Gillette. The vote was unanimous.

**IV. Report of the Treasurer**

**A. Balance Sheets**

1. General Fund- \$1,672,113.47
2. Endowment Fund - \$985.03
3. Capital Fund - \$408,635.66

**B. Operating Warrants**

R. Hunt stated that the treasurer's report be placed on file for audit.

**V. Report of the Administrators**

Upcoming Library events - Solar eclipse viewing event on Monday, 8\21. – Hispanic Heritage celebration on 9/29, Recycling Event shredding paper etc. 10/7. Friends of the Library Labor Day Used Book Sale on 9/1 & 9/2. Paint Nite fundraiser on 10/24 for \$45.00 at Painters. Outdoor Concert on 9/9.

**G. Cruz 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-none**
- D. Community Affairs-none**
- E. Hubbard Fund-none**
- F. Long Range Planning-none**
- G. Nominating Committee- none**

**VII. Old Business**

**A. Trustee Tablets-**

**C.Trent made a motion, seconded by J. Johnson to approve the purchase of Acer Tablets to enable the trustees to digitally view the monthly library reports and financials. The vote was unanimous.**

**D.ladicicco presented an Acer Tablet to be given to the Board Trustees at a price of \$99.23 each for a total of \$ 893.07. The Board packet will be sent electronically.**

**B. DVR/Camera video Kit**

**M. Gillette made a motion, seconded by S. Binnington to upgrade the library's DVR/camera system for the amount of \$4,399.99. The vote was unanimous.**

**VIII. New Business**

**A. Renewal of the Utica Insurance Policy-**

**M. Gillette made a motion, seconded by G. Cruz to approve the renewal of the Insurance Policy with Utica, at the cost of \$27,298.20, which is a 2% increase from last year. The vote was unanimous.**

**B. HVAC Repair-**

**R. Hunt made a motion, seconded by M. Gillette to approve the HVAC repair for the study rooms and carrels. The vote was unanimous.**

**C. Review and Approve New Surveillance Camera Policy-**

**J. Johnson made a motion, seconded by C. Gagliano to approve the new Surveillance Camera Policy. The vote was 6 yes, 1 no and 1 abstention.**

**The word “board “to be added in the third paragraph to 1<sup>st</sup>. 2<sup>nd</sup> and 3<sup>rd</sup> sentences. (“...prohibit a member of the staff, board or general public...”)**

**IX. Other-**

**The staff grievance chart was discussed.**

**The land of the former Bus Company on Station Road is not for sale.**

**Planting additional trees in the parking lot area was discussed with the help of the Bellport Garden Club.**

**A stationary trailer to be used as a mobile library was discussed.**

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

**XI. Executive Session**

**C. Trent made a motion at 8:30 to enter executive session.**

**XII. Adjournment**

**C.Trent made a motion, seconded by J. Johnson to adjourn the meeting at 9:11 p.m.**