

**South Country Library
BOARD OF TRUSTEES MEETING
September 19, 2019
MINUTES**

I. CALL TO ORDER

J. Neal called the meeting to order at 7:25.

Present: J. Neal, A. Kamran, S. Binnington, G. Marschall, C. Walsh, C. Gagliano, J. Nix, J. Johnson

7 staff members in attendance

0 members of the public in attendance

II. Remarks from the Audience: None

III. APPROVAL OF THE MINUTES OF THE August 15, 2019 MEETING

J. Nix made a motion to approve the Minutes of the August 15, 2019 meeting, seconded by A. Kamran. The motion passed unanimously.

IV. Report of the Treasurer

A. Balance Sheets

1. General Fund - \$2,291,855.07
2. Capital Fund - \$348,719.51
3. Endowment Fund - \$9,680.74

B. Operating Warrants

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

V. Report of the Administrators

A survey is being distributed to library patrons for their input regarding 5 year plan on where we are now and where they want the library to go. Hand dryers installed in all bathrooms. Green team is investigating green cleaning supplies. The

staff will start composing some of their meal scraps. Fatimi family memorial project began.

G. Marschall made a motion to approve the Report of the Administrators, seconded by J.Nix. The motion passed unanimously.

VI. Report of the Committees:

- A. Budget & Finance- committee will meet soon to discuss the proposed 2020 library budget**
- B. Buildings & Grounds- Fatimi project discussed**
- C. Personnel- no report**

VII. Old Business- None

VIII. New Business-

- A. NYLA Conference Request**
- B. HVAC Service Contract Renewal**
- C. Facility Study Presentation at 8pm.**

A. NYLA Conference Request-

S. Binnington made a motion, seconded by J. Johnson to send the director to the New York Library Associations Annual Conference at a cost to not exceed \$1918.97. The motion passed unanimously.

B. HVAC Service Contract Renewal-

J. Nix made a motion, seconded by G. Marschall to renew the service contract with Inter-County at an annual price of \$8,668.00. The motion passed unanimously.

IX. Executive Session

A. Kamran made a motion, seconded by S. Binnington to enter executive session at 7:42 pm to discuss personnel. The motion passed unanimously.

S. Binnington made a motion, seconded by J. Johnson to exit executive session at 7:56 pm. The motion passed unanimously.

C. Facilities Study Presentation by BBS Architects.

A facilities study was performed by BBS to ascertain improvements to the library, code violations, and any issues important to the library. A list was generated by trades with associated costs and rated 1, 2, and 3 in terms of priorities.

X. Other-none

XI. Remarks from the Audience – none

XII. Adjournment

J. Nix made a motion to adjourn the meeting at 8:35p.m., seconded by G. Marschall. The motion passed unanimously.