

**South Country Library
BOARD OF TRUSTEES MEETING
October 17, 2019
MINUTES**

I. CALL TO ORDER

J. Neal called the meeting to order at 7:02.

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

Absent:

5 staff members in attendance

0 members of the public in attendance

AL COSTER PRESENTS THE ANNUAL LIBRARY AUDIT

II. Remarks from the Audience: None

III. APPROVAL OF THE MINUTES OF THE Annual Meeting on September 19, 2019

J. Nix made a motion to approve the Annual Meeting Minutes of the September 19, 2019 meeting, seconded by A. Kamran. The motion passed unanimously.

APPROVAL OF THE MINUTES OF THE September 19, 2019 meeting.

J. Johnson made a motion to approve the Minutes of the September 19, 2019 meeting, seconded by S. Binnington. The motion passed unanimously.

IV. Report of the Treasurer

A. Balance Sheets

1. General Fund - \$3,124,439.09
2. Capital Fund - \$349,072.08
3. Endowment Fund - \$11,219.33

B. Operating Warrants

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

V. Report of the Administrators

Library space planning report will be presented for review at November's meeting. Approval for the 2020-2025 Long Range Plan will be at January meeting. Green team staff survey is being distributed. Budget and finance committee to meet the first week of Dec. to review proposed 2020-2021 budget. Downstairs library rooms closed for new flooring 10/28-11/15/2019. Fatimi memorial will be held at 3:30 on 12/14/2019. Bike locks are available for patrons to sign out.

C. Walsh made a motion to approve the Report of the Administrators, seconded by **A. Kamran**. The motion passed unanimously.

VI. Report of the Committees:

A. Budget & Finance- Needs to pick a date to meet the first week of December to discuss proposed 2020-2021 budget.

B. Buildings & Grounds- Gas leak completed.

C. Personnel- No Report

VII. Old Business- None

VIII. New Business-

- A. Strike Force Cleaning Contract Renewal**
- B. Hubbard Requests**
- C. Discussion (and vote) about Library Banking options**
- D. Common Vote Day**

A. Strike Force Cleaning Contract Renewal-

J. Nix made a motion, seconded by S. Binnington to renew the cleaning contract at a cost of \$3,100. The motion passed unanimously.

B. Hubbard Requests-

- 1. A. Kamran made a motion to approve the use of Hubbard funds to cover the cost of the Tech Fair, seconded by C. Gagliano. The cost will not exceed \$300. The motion passed unanimously.**
- 2. A. Kamran made a motion to approve the use of Hubbard funds to cover the cost of the community potluck Thanksgiving program, seconded by C. Walsh. The cost will not exceed \$350. The motion passed unanimously.**

C. Discussion (and vote if decision is made) about which bank the Library will be switching accounts to-

- 1. S. Binnington made a motion to approve moving the Library's Operating, Capital, and Endowment accounts from HSBC to Chase bank, seconded by G. Marschall. The motion passed unanimously.**

2. A. Kamran made a motion to move the Hubbard Trust Fund from HSBC to Suffolk Federal Credit Union, seconded by G. Marschall. The motion passed unanimously.

3. Common Vote Day-

J. Nix made a motion, seconded by C. Gagliano to approve April 7, 2020 as our Budget and Trustee Election day. The motion passed unanimously.

IX. Other- None

X. Remarks from the Audience – None

XI. Executive Session

G. Marschall made a motion, seconded by C. Walsh to enter executive session at 7:45p.m. to discuss the proposed acquisition, sale or lease of real property. The motion passed unanimously.

C.Gagliano made a motion, seconded by S. Binnington to exit executive session at 8:05p.m. The motion passed unanimously.

XII. Adjournment

G. Marschall made a motion to adjourn the meeting at 8:06p.m., seconded by J. Johnson. The motion passed unanimously.