

Lake Pleasant Library
Board of Trustees Meeting
Dec.2. 2014

Present: Trustees: Richard Frisk, George Sengenberger, Nancy Seifts, Marion Wilbur, Frank Mezzano, Karen McComb, Toni Morrison, Laura O'Connor
Marty Shean (Staff)
Absent; Debbie Desrochers (Director),
No FOLPL representation

The meeting was called to order by President Richard Frisk at 4:32 PM

1. The minutes of the Nov. 3, 2014 meeting were reviewed

Motion to accept Frank

2nd Toni

Passed unanimously

2. President's Report (Richard Frisk)

Richie reported we have received a \$2000 donation from Camp of the Woods, and we have received the \$3500 grant from Sen. Farley as well as a \$500 anonymous donation. All for the expansion fund,

Despite several calls we have no new information about the 501C3 request.

Richie pointed out that we can add a new Trustee. He said Amy Peters has been suggested. We could add now or wait. Karen moved to send the name of Amy Peters as a member of the Board of Trustees. Marion seconded. This appointment would be to fill out the term of Eileen Higgins which ends Dec. 31, 2016. Passed unanimously. Richie will send the name of Amy Peters to the Town Board as a new trustee.

Richie opened a discussion about the information we have received about a Comptroller audit of Library financial records. A number of items were discussed including:

Need for a ledger or computer record of daily revenue including fines, fax fees, copy fees.

Debbie is directed to see if records of fines paid are kept in the Polaris system.

Vendor bills need to be reviewed by the full Board of Trustees.

Copies of all bills need to be kept and approved by the BOT.

We need a policy for use of credit cards by staff.

It was decided to set up a committee to review all of the needs we had to meet and recommend polices to the Board to accomplish this. Debbie will be responsible for carrying out the recommendations after the BOT approves. Committee will report at our January meeting. Committee will be Frank Mezzano; Nancy Seifts and Debbie Desrochers.

3. Treasurer's Report (Nancy Seifts)

Nancy provided information about the budget. This is filed in the minute's book in the Library. Blue copy is the monthly report and we seem to be in good shape. Yellow copy is the H fund for the expansion. Pink copy is the 2015 approved budget Richie and George will recommend line item budget for 2015 now that the total budget amount is approved.

Nancy asked for authority to move items from one line to another line, as needed, to reconcile the 2014 budget in December. Frank moved to allow this as usual – George seconded. Passed unanimously.

4. Library Director's Report (Debbie Desrochers)

The Collection Committee will meet Wednesday Dec.3 at 9 AM.
Debbie was not here to give a Director's Report.

5. FOLPL report sent in by Shirley Smith

FOLPL has three leap pads for the Library but they came without headphones.
When they come in the items will be given to the Library.

Programs planned include:

Dec. 3 – bus trip to NYC with stop at New York Library

Dec. 12 – Oak Mountain Holiday Fair – book signing by Pete Klein

January – Kindle class at the Library

February – Pin the works lecture by columnist/author

March – 3rd annual Apple Pie Contest for Men.

Three FOLPL Board members visited the Gloversville Library to see about their policy of loaning Kindle/Nooks. As the BOT has not decided to use that policy, FOLPL will hold off purchasing Kindle's until the BOT decides it might want to reconsider the policy.

The Library column has not appeared because the monthly book lists have not been sent to Shirley. Richie will ask Debbie why and we will resume sending the information.

6. Old business

The amendments to the By Laws were presented and voted on for final approval.
Change in PURPOSE moved by Frank, seconded by Toni. Passed unanimously

New section reads: (change underlined)

PURPOSE: The Purpose of the Town of Lake Pleasant Public Library is to assemble, preserve, and provide printed and other materials that will meet the day-to-day educational, informational, cultural, and recreational interests and needs of the community in compliance with local, State and Federal laws. The Town of Lake Pleasant Library is organized exclusively for educational purposes under section 501(C)(3) of the Internal Revenue Service Code, or corresponding of any future federal tax code

Change in process to amend By Laws: moved by Laura seconded by Marion. Passed unanimously

New Section reads: (change underlined)

AMENDMENTS

These By – Laws may be repealed, amended, or added to by a majority vote of the entire Board at a regular meeting. Such action may be taken, however, only after the substance of the proposed repeal, amendment, or addition has been presented in writing at a prior regular meeting or at a Special meeting called at least two weeks before the regular meeting where the vote will be held. Notice of the intent to vote at the regular meeting shall be made known in the call to meeting

7. New business

Black Friday mini mall was a success. Well over 60 people came in and enjoyed the presentation.

Marty reported that she has been placed on the National Association of Professional Women for her work with the Lake Peasant Library.

Marty will be reading at the Oak Mtn. Holiday Fair on December 12 and there will be a cookie sale at CJ store on Dec. 13 to raise money for the publication of the book the children's program is working on.

Frank said all of our events should be placed on the Library website and listed on the Chamber calendar. It would be the responsibility of staff to see that this was done.

Karen described the group Adirondack Center for Writing Inc. associated with Paul Smiths. Cost would be \$40 per year (from program line). Karen felt we needed a BOT member to liaison with the group. Marion moved that we join and that Amy Peters be the liaison. Seconded by George. Passed unanimously.

8. Executive session Richie requested an executive session to discuss personnel problems.

Returned from executive session at 6:05. George moved that:

1. A Personnel Committee made up of Karen McComb; Frank Mezzano and Toni Morrison is to be created.
2. The BOT plan to evaluate all employees in January.
Seconded by Laura – passed unanimously.

George moved to adjourn Toni seconded - Adjourned at 6:08

Next meeting – Tuesday Jan. 6, 2015 at 4:30 PM