

Baldwinsville Public Library  
Board of Trustees  
Minutes of Meeting – January 13, 2016

PRESENT: Barbara Aitken, President; Linda Clarkson, Carlo Cuccaro, Ed McManus, Margaret Van Patten, Library Director; Elizabeth Brainerd, Secretary

ABSENT: Susan Downey, Bruce King, Robert Manning.

The meeting was called to order by President Aitken at 7:30 p.m.

- I. Conflict of Interest. There were no reports from Board members of any conflicts of interest relating to the Board members or library matters.
- II. Disposition of Minutes of December 10, 2015 meeting. The minutes were distributed and discussed. Motion by McManus, seconded by Clarkson, that the minutes be accepted as presented. Carried.
- III. Treasurer's Report: Public Fund. The Public Fund Report for November 30, 2015 was distributed and discussed. Motion by Clarkson, seconded by Cucarro, that the report be accepted as presented. Carried.
- IV. Treasurer's Report: Donation Fund. The Donation Fund Report was distributed and discussed. Motion by Cuccaro, seconded by Clarkson, that the report be accepted as presented. Carried.
- V. Bills: Public Fund. The Public Fund Payable Report for January, 2016 was presented and discussed. Motion by McManus, seconded by Cuccaro, that the January 2016 Public Fund payable report be accepted subject to the review of the claims auditor for payment of bills in the amount of \$22,835.44. Carried.
- VI. Bills: Donation Fund. The Donation Fund bills for January, 2016 were presented and discussed. They included children's books at a donator's request and Christmas gift cards for volunteers. Motion by Clarkson, seconded by McManus, that the January 2016 Donation Fund bills be paid in the total amount of \$200.00.
- VII. Public Comments – None.

## VIII.

## Old Business

A. Updates

1. Library Construction Grants. Van Patten reported that she, Manning, McManus and Aitken had met with BSD personnel to discuss the possible installation of solar panels on the new roof. Gregg Dailey will work with them on the feasibility of the project, including evaluation of the roof structure, the identification of potential contractors, and the possibility of grants to help finance the project. Manning has reported he feels the project will be eligible for construction grants. Discussions are in the early stage. Manning commented that whether the solar panels could be considered for the new roof depends somewhat on the timing of when the roof is installed, whether in the summer of 2016 or the next year in 2017. Van Patten reported that Rotary will meet at the library on February 2<sup>nd</sup> and there will be a program concerning the school district's vote at that time.

2. Monthly Energy Use Review. The monthly and cumulative reports for gas and electricity usage were distributed and discussed.

3. Solar Panels. Covered under construction grants above.

B. Board Goals for 2015-2016. The goals were distributed and discussed. It was felt that the goals were being successfully developed and further action on the goals should be continued. Motion by Cuccaro, seconded by McManus, that the Board goals for 2015-2016 be a continuation of the goals of 2014-2015. Carried.

C. Long Range Plan. No report. Van Patten reported that a meeting is scheduled.

D. Audit. Aitken advised she had been unable to meet with Attorney Rosemary Bucci during December, but will do so before the next meeting to finish the response to the audit recommendations.

E. Barnes & Noble Book Fair. Van Patten reported the library had received gift cards in the amount of \$2,620.42 from Barnes & Noble and that books, totaling \$970.00, were donated.

F. Budget Vote. The options for conduct of the April budget vote were discussed. The issue is that the old voting machines can no longer be used and the cost of paying for the set-up of the machines and the training of volunteers is a concern. The Library could independently conduct the vote as has been done in the past and pay the very few expenses involved, or it could have its budget vote on the same day as the school district's budget vote, on a separate line on the ballot, at the high school, with their poll workers. After discussion, motion by McManus, seconded by Clarkson, that the budget vote be held at the library,

and that the library pay for the voting machine set up and the training of volunteers, but remain flexible to reconsider if necessary. Carried.

G. Other. None

IX. New Business

A. Schedule Budget Meetings. It was decided that Aitken, McManus and Downey will serve on the budget committee. The first meeting will be held during the first week of February and Van Patten will contact committee members with suggested dates.

B. Personnel. Motion by McManus, seconded by Cuccaro, to accept the resignation of Page Joshua Thibado and hire former Page Gregg Welcher at the rate of \$9.00 per hour. Carried.

Van Patten presented a proposed policy concerning employees who do not report to work during delayed openings or snow days. After discussion, the proposed policy was tabled until the February meeting.

X. Director's Report

No additional matters were discussed.

XI. Adjournment. Motion by McManus, seconded by Clarkson, that the meeting be adjourned at 9 p.m. Carried. The next regular Board meeting will be held on Wednesday, February 10, 2016 at 7:30 p.m.

Respectfully submitted.

Elizabeth Brainerd, Secretary