

Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – June 14, 2017

PRESENT: Barbara Aitken, President; Robert Manning, Vice-President; Mary Lou Carpinella, Linda Clarkson, Susan Downey, Craig Maguire, Ed McManus, Margaret Van Patten, Library Director

ABSENT: None

ALSO PRESENT: Abe Morelli, Donation Fund Treasurer

The meeting was called to order by President Aitken at 7:40 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 May 10, 2017. The minutes were distributed and discussed. Motion by McManus, seconded by Downey, that the minutes be accepted as presented. Carried.
- III. Treasurer's Report: Public Fund. The Public Fund report for April 30, 2017 was distributed and discussed. Motion by Carpinella, seconded by Downey, that the report be accepted as presented. Carried.
- IV. Treasurer's Report: Donation Fund. The Donation Fund report for June 1, 2017 was reviewed. Motion by McManus, seconded by Downey, that the report be accepted as presented. Carried.
- V. Bills: Public Fund. The Public Fund Payable report for bills between May 10th and June 14, 2017 was presented and discussed. Motion by Carpinella, seconded by Manning, that the report be accepted subject to the review of the claims auditor for payment of bills in the amount of \$58,212.21. Carried.
- VI. Bills: Donation Fund. Bills for flowers for the Ruth Connell Award Day and the Baker High School Yearbook, The Lyre, totaled \$400. Motion by Downey, seconded by Manning, that the bills be accepted as presented. Carried. Motion by McManus, seconded by Manning, that future Donations Fund reports should include only the present and past year.
- VII. Public Comments . None.

VIII.

Old BusinessA. Updates

1. Library Construction Grants. Manning reported that the 2017 grant has been sent out by the state. \$848,000 is designated for Upstate NY. In terms of the 2017 grant, the new LED bulbs are installed. Senator DeFrancisco came for the completion of the light grant.

A quote is being obtained to upgrade the parking lot entrance camera to use the \$169.00 remaining in the 2016 grant.

2. Monthly Energy Use Review. Copies of the usage and cost analysis to date were distributed and discussed. Manning advised that \$36,645 is the cumulative Monthly Energy Cost. He anticipates that \$40,000 will be the cost for the year under the \$50,000.00 budgeted. Electrical Energy usage is also trending lower than the previous year. LED lights were installed 5/25/17. It will be interesting to see if the LED lights will make a difference in costs.

IX.

New Business

- A. Agreement Between BPL and Baldwinsville School District. The 7/17-6/18 Agreement is the same as last year. Motion by Carpinella, seconded by Downey with a motion to accept the agreement after we receive the Acord 25 form.
- B. Personnel. Motion by Carpinella, seconded by Downey, to accept the resignation of Michael McGill on 5/23/17. Carried. Motion by McManus, seconded by Carpinella, to appoint Betsy Johnson, Librarian 1 on 6/27/17. Carried.
- C. Nominating Committee report by Downey:
 Barb Aitken - President
 Bob Manning - VP
 Elizabeth Brainerd - Secretary
 Abe Morelli - Treasurer
 Motion by Downey, seconded by Carpinella to accept the Committee report.. Carried.
- D. The Board of Trustees agreed to set the 2018 Budget Vote for April 19, 2018.
- E. Insurance Policy - Utica National
 The same policy we presently have for \$9,074.96 will cost \$9,092.16.
 Motion by Carpinella, seconded by Downey, to renew the policy. Carried.

F. Book Fair

The next Book Fair will be held on Nov. 25, 2017. Motion by Manning, seconded by Downey, for Manning to sign agreement with Barnes and Noble. Carried.

X. Director's Report

Van Patten reported presently we use Hummels for office supplies and place the orders online. We won a Keurig machine as a result of using the online ordering system.

The Bids for the library roof have been sent out. The Bids will be opened on June 21st.

- XI. Adjournment. Motion by Downey, seconded by Carpinella, that the meeting be adjourned at 8:59 p.m. Carried. The next regular Board meeting will be held on Wednesday, July 12, 2017 at 7:30 p.m.

Respectfully submitted,

Linda Clarkson, Substitute Secretary