

Baldwinsville Public Library
Board of Trustees
Minutes of Meeting - February 8, 2017

PRESENT: Barbara Aitken, President; Susan Downey, Craig Maguire, Ed McManus, Margaret Van Patten, Library Director

ABSENT: Mary Lou Carpinella, Linda Clarkson, 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 January 11, 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 December 31, 2016 was distributed and discussed. The refund of \$127.56 for prior year's expenditures was noted and discussed. Van Patten also reported that the Key Bank account had been moved to NBT Bank to avoid the high checking account fees now being charged by Key Bank. The negative numbers on this report have been corrected. Motion by McManus, seconded by Downey, that the report be accepted as presented. Carried.
- IV. Treasurer's Report - Donation Fund. The Donation Fund report dated February 8, 2017 was distributed and discussed. Motion by Downey, seconded by McManus, that the report be accepted as presented. Carried.
- V. Bills - Public Fund. The Public Fund Payable report for February, 2017, was presented and discussed. Motion by Downey, seconded by McManus, that the report be accepted subject to the review of the claims auditor for payment of bills in the amount of \$47,876.33. Carried.
- VI. Bills - Donation Fund. A warrant in the amount of \$30.00 for Library reimbursement of books in Memory of William McGrade was presented. Motion by Downey, seconded by McManus, that the Board approve the payment. Carried.
- VII. Public Comments - None.

VIII. Old Business

A. Updates

1. Library Construction Grants. Van Patten reported that the new 90 watt LED bulbs will replace the current 290 watt bulbs, representing a \$418.00 savings. She also advised that 33 lamps will be retro-fitted in late February.

2. Monthly Energy Use Review. The total energy cost of \$23,292.00 through 2/2/2017 represents a 7.4% decrease in cost from last year. The cost for electricity is 12% below the past two year average for January and the natural gas cost is 2.7% below the past three year average for January.

- B. Board Goals for 2015-2016. After discussion, it was the consensus of the Board that the goals would remain the same for the coming year.
- C. Ad Hoc Committee. It was agreed that an Ad Hoc Committee would replace the previous Long Range Planning Committee and would deal with topics that come up, such as fire drills, lighting, library access, etc. Specific steps and goals will be discussed again at the March meeting. Aitken, Downey and Carpinella will serve on the committee.
- D. Trustee Election and Budget Vote. The vote and trustee election will be held the week of April 27th, the week after Easter. Robert Manning is the only trustee whose term is up in 2017 and must run again.
- E. Bruce King. There was a discussion concerning an appropriate thank you gift.
- F. Other. Van Patten reported on the security webinar she had attended.

IX. New Business

- A. Personnel. Motion by Downey, seconded by McManus that the library appoint Paraskeva Baberkova to the position of Librarian Assistant at an annual salary of \$35,500.00. Carried.
- B. Female Charitable. The Board received a "Save the Date" letter saying Female Charitable will be celebrating its 200th Anniversary on June 17, 2017. Board members will be sent an invitation and it was urged that members attend if possible.

X. Director's Report

Van Patten reported that the Book Fair had gone well. As part of the BPL goals, three BPL librarians met with school district librarians last month.

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

Respectfully submitted.

Craig Maguire, Acting Secretary