

Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – December 14, 2016

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

ABSENT: Elizabeth Brainerd, Secretary. Minutes taken by Craig Maguire.

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

- I. Disposition of Minutes of November 14, 2016. The minutes were distributed and discussed. No corrections or comment were made. Motion by McManus, seconded by Downey, that the minutes be accepted as presented. Carried.
- II. Conflict of Interest. There were no reports from Board members of any conflicts of interest relating to the board members or library matters.
- III. Treasurer's Report – Public Fund. The Public Fund report for November 30, 2016 was distributed and discussed. Van Patton clarified the two negative balances (Computer Circulation and Collection Agency Expense). Motion by McManus, seconded by Manning, that the report be accepted as presented. Carried.
- IV. Treasurer's Report – Donation Fund. The Donation Fund report dated December 14, 2016 was distributed and discussed. Van Patton cited the \$250.00 donation from a donor who was pleased with service at the circulation desk. Motion by Clarkson, seconded by Carpinella, that the report be accepted as presented. Carried.
- V. Bills – Public Fund. The Public Fund Payable report for November, 2016 was presented and discussed. Discussion focused on HUPLA, a new program that will send audio books directly to your computer. Motion by Manning, seconded by Carpinella, that the report be accepted subject to the review of the claims auditor for payment of bills in the amount of \$44,628.69. Carried.
- VI. Bills – Donation Fund. Motion by Downey, seconded by Carpinella, to give Christmas gifts (\$50.00 certificates) to Abe Morelli, Betty Brainerd, Sylvia Scharlatt, and Leslie Morelli for their valuable yearly contributions to the Library. The motion was carried, and warrants were signed to that effect.
- VII. Public Comments – None.

VIII. Old Business

A. Updates

1. Library Construction Grants. Manning reported that the last year's grant is completed and that he has filed the Completion Report for the final 10% of the money. He also mentioned that the grant for the LEDs will be sent in January 2017

2. Monthly Energy Use Review. The monthly and cumulative reports for gas and electricity usage were distributed and discussed. Manning indicated that data shows there is little to no change from energy usage in 2015. He did that the LEDS will favorably affect electrical usage in 2017..

3. Fundraiser: Barnes and Noble Book Fair. Manning reported the Book Fair was very successful. The Trombone Quartet, who perform nationally, have volunteered to perform for us next year. It seems to have become an annual event for our entertainers as well as for us, and one that the community supports and enjoys.

B. Long Range Planning Committee. Committee will meet in January.

C. Retirement Gift. Aitken reported that she has called, but has not been able to get in touch with the person who could best suggest an appropriate gift.

D. Other.

IX. New Business

A. Personnel. The Minimum Wage has been increased to \$9.70 effective December 31, 2016. Motion by Carpinella, seconded by Downey, that the following pages' salary be increased to \$9.70 starting on December 31, 2016: Christopher Alfonso, Erin Hart, Madison Minnoe, Michael Scott, Greg Welcher, Elizabeth Wiecek, Cameron Beckley, Jacob Brown, Mackenzie Bruen.

Motion by Clarkson, seconded by Downey, to accept the resignation of Library Clerk Marianna Fikes effective December 1, 2016. Carried.

- X. Director's Report. Van Patten is searching for a Librarian Assistant. She sent out 14 letters to people that were in position 1, with a score of 100. She has interviewed the five best candidates and expects to offer the job to one by 01-01-17. Other Happenings: (1) Elevator quote was all inclusive; old components were removed and new ones were installed. (2) The Little Free Library's window was repaired. (3) Launch Pads designed for Libraries that can be repaired or replaced for one year to help students (and others) in Math, French, etc. Cost: \$3500.00.
- XI. Adjournment. Motion by Clarkson, seconded by Maguire, that the meeting be adjourned at 9:40 p.m. Carried. The next regular Board meeting will be held on Wednesday, December 14, 2016 at 7:30 p.m.

Respectfully submitted,

Craig Maguire, Secretary