

Heermance Memorial Library

Board of Trustees

Minutes of the February 26, 2015 Meeting

In Attendance: Board Members: Catherine Benson, Mary Anne Simmons, Carol Serazio, Jeff Jones, Jennifer Weinstein, Mark Maraglio, Heather Roberg and Director Linda Deubert.

The meeting was called to order at 7:00 pm by President Catherine Benson.

Minutes: A motion to accept the January 2015 minutes as they stand was made by Mark, seconded by Jeff. Motion carried, all in favor.

Correspondence: None

Director's Report: Linda said in the future she will be sending a chart with the "Library Use Statistics" This will give the Board more detailed information on circulation and programming numbers.

The annual library report will be emailed to the Board for approval. Once approved it will be submitted to MHLS and then they will submit it to NYS.

There will be trustee training at the Athens Library on March 31, 2015 (time to be determined). This will include training for new trustees. New trustees can contact Linda and she will provide training on the history of the Heermance Memorial Library.

MHLS sent information regarding advocacy for increased state funding. Increased funding means continued shared services. The Friends of the Library paid for postcards in which the community can send to Albany to show. There is also a link on the website to contact Assembly Member Lopez and Senator Amedore.

The February calendar is packed with programs for the community. More programs will be added once the renovations are complete.

Tom Silvius agreed to be on the building committee and will meet with the publicity committee to discuss "Enabling Open Government for All: A ROADMAP FOR PUBLIC LIBRARIES. There is an opportunity for to participate in a pilot program for this study.

Renovations have been put on hold while Harpis Roofing fixes the leaking roof (Harpis bill is in the report).

Bill VanVechten will continue to shovel when necessary. There will not be a contract with him due to the high price.

The upstairs apartment has been listed with Heartland Realty. It also has been used for programs needing more space (story time, financial meetings).

Conflict of Interest Policy: The policy was emailed for review. A motion to accept the policy was made by Catherine, seconded by Mark. Motion carried, all in favor.

Financial Report: Linda reported she received a bill from the architect for an October contract totaling \$13,400. Linda never received the October contract but was able to rectify the situation. The \$6,000 January bill will be covered by the old contract with the architects. A new contract was created and \$4,500 will be billed in January. The balance will be due at the end of the project. Motion to allow Linda to sign the new contract was made by Mark, seconded by Mary Anne. Motion carried, all in favor.

A motion to approve the monthly bills as amended was made by Jeff and seconded by Mark. Motion carried, all in favor.

Mary Anne presented and explained the budgets.

Colleen Sagor has completed the Controller's Report and Linda will submit her annual report. The 9-90 report is in review and not due until May.

The January P & L statement was presented and discussed.

A motion was made by Mark to approve the financial report, seconded by Jeff. Motion carried, all in favor.

Old Business: There have been additional issues with the renovations (leaking roof) so the bill may be higher than anticipated, but repairs were necessary. Upstairs apartment needs to be painted and a door needs to be installed. These minor projects will not be hired out but can be completed by volunteers.

The meeting was adjourned at 7:58 pm. Motion to adjourn made by Jeff, seconded by Heather. Motion carried, all in favor.

Respectfully submitted,

Heather Roberg