

Heermance Memorial Library

Board of Trustees Minutes

February 21, 2019

Call to order: 7:01pm

Quorum- Attendees: Catherine Benson- Library Director, Tom Silvius, Caitlin Ippolito, Carol Serazio, Jeff Jones, Victor Woytowich, Mary McGuigan, Marilyn Rausch. Absentees: Mark Maraglio, Eileen West.

1. Recognize Guests, Review and Approve Agenda: No Guests. **Motion to approve Agenda- Carole; Second- Mary. Carried.**

2. Approve January 2019 Minutes: **Motion- Jeff; Second- Carol. Carried.**

3. Review and Accept the Library Annual Report: **Motion- Jeff; Second- Carol. Carried.**

4 Correspondence: Invited to attend MHL Board Meeting. Heermance Board will invite MHL to attend a meeting. Credit card offers- possibly something to consider. Thank you note from a former Coxsackie resident. Non-profit insurance. Secondary insurance: presented to staff, no interest. Received a letter about the South River Street Redevelopment Project: a hearing will take place on Feb. 21.

5. Director's Report: Catherine reviewed the Director's Report adding the following: A classics shelf has been designated. Liana Frauenberger requested that Catherine endorse her scholarship application. Heermance placed second in the Best of Greene County. Tobacco free zone has expanded- attain free signs. **Motion to Accept Director's Report- Jeff; Second- Mary. Carried.**

8. Financial Report and approval of proposed disbursements: Mark will give the January financial report at the March Meeting. **Motion to approve February disbursements- Carol; Second- Marilyn. Carried.**

9. Committee Reports: The Finance Committee reviewed and discussed insurance policy.

10. Old Business: Confirm 2019 Permanent Committee assignments: Victor and Caitlin- Election, Nominations and Publicity Committee; Jeff- Finance Committee; Mary- Policies and Planning Committee.

11. New Business: The Ad Hoc Committee (Carol-chair, Tom, Jeff, Mary, Mark and Betty- as community member) was formed. The purpose of the Committee is to collect data and access possibilities for expansion/new facilities.

12. Announcements: Caitlin will need someone to fill in as secretary for the September meeting (possibly August as well) because she is pregnant and due at the end of August. At the March meeting the Board Effectiveness Survey will need attention.

13. Meetings: Held at the Library the 3rd Thursday of each month at 7:00pm, unless otherwise noted. If board cannot meet as scheduled, make-up will be the next Saturday at 9:00am.

A. Next Scheduled: March 21, 2019

B. 2019 Budget Presentation to the Town Board: September 2019

C. 2019 Library Election: date TBD.

14. Executive Session: N/A.

Adjourned: 8:20pm. Motion- Tom. Second- Mary. Carried.

Submitted by: Caitlin Ippolito