

Heermance Memorial Library

Board of Trustees

Meeting Minutes

June 21, 2018

Call to order: 7:06pm

Attendees: Linda Deubert, Claudine West, Caitlin Ippolito, Carol Serazio, Jeff Jones, Betty Cure, Tom Silvius, Eileen West

Absent: Mark Maraglio

Guests: Bess Rogers, potential board member

Approval of Agenda: **Motion, Carol, seconded by Tom, carried**

Approval of May 2018 Minutes: **Motion, Jeff, seconded by Carol, carried**

Correspondence: A thank you was received from the libraries new neighbor, Maryanne re: survey. The YMCA sent a thank you for the libraries participation in Senior Health Day.

Director's Report: Linda reviewed her Directors Report. Linda reported that there have been three applications for the Directors position to date. **Motion to approve the Directors report made by Carol, seconded by Betty, carried**

Financial Report and approval of proposed disbursements: The financial report was not given due to Marks absence and will be reviewed next meeting. List of disbursements was reviewed. **Motion to approve disbursements only made by Jeff, seconded by Caitlin, carried**

Committee Reports:

- **Finance**-Betty reported that the committee met to review the Financial Policies. Some procedures that were followed are now policy. There was discussion about changing a \$750.00 credit card limit. It was decided to keep it as is. **Motion made to accept the Financial Policies only made by Tom, seconded by Claudine, carried**
- **Search Committee**-Linda will send the applications received to the committee, who will meet 6/27/18 with hopes to have recommendations by the August meeting.

Old Business: Board Effectiveness surveys will be collected by Tom and will be reviewed at July's meeting.

New Business: **Motion made to appoint Bess Rogers to the Board of Trustees made by Carol, seconded by Claudine, carried**

Announcements: Eileen announced she will not be able to attend July's meeting. Caitlin volunteered to take the minutes that evening.

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: July 19, 2018

B. 2018 Budget Presentation to the Town Board-Tuesday, 9/11/18

Executive Session: None Required

Adjournment: 7:32

Submitted by: Eileen West