

Heermance Memorial Library
Board of Trustees Minutes
Annual Meeting- January 23, 2020

Call to order: 7:03pm

Attendees: Catherine Benson- Library Director, Tom Silvius, Caitlin Ippolito, Carol Serazio, Mark Maraglio, Eileen West, Marilyn Rausch, Helen Golden. Absentees: Charles Hailer.

1. Recognize Guests, Review and Approve Agenda: Mr. Golden was present for his wife to be sworn in as a Trustee. At 7:12pm Leslie Shove was present to sign and notarize new member contracts. **Motion to approve Agenda- Mark; Second- Marilyn; Carried.**
 2. Swearing in Board Members: Tom swore in Helen Golden. Absent new member (Charles Hailer) will be sworn in at a later time.
 3. Nomination and Election of Officers: A) For President: **Carol nominated Tom; Second- Mark; Carried.** B) For Vice President: **Tom nominated Eileen; Second- Mark; Carried.** C) For Treasurer: **Tom nominated Mark; Second- Marilyn; Carried.** D) For Secretary: **Mark nominated Caitlin; Second- Tom; Carried.**
 4. Approval of December Minutes: Correction: remove "succulents class was paid for by a grant"; unfortunately that did not come through. **Motion to approve Minutes with correction- Eileen; Second- Carol; Carried.**
 5. Correspondence: Received a thank you and roses from a local homeschool family. Turning Outward is looking for commitment.
 6. Director's Report: Catherine reviewed the Director's Report. Catherine will attend the Hudson Valley 360 award ceremony. Sandy decided on her insurance plan- **Motion to accept her selection: Mark; Second- Eileen; Carried. Motion to accept Director's Report- Mark; Second- Eileen; Carried.**
 7. Financial Report and approval of proposed disbursements: Mark gave the financial report. Two checks to be added to disbursements: Doyle Security System (\$65.85) and Rebecca Jarvis Girtler (\$160.00). Disbursements total \$14,787.39 with additional checks. **Motion to approve Financial Report and disbursements- Tom; Second- Eileen; Carried.** Budget Amendments to Restricted Funds as listed:
 - Mid-Hudson Overdrive \$400: Library Materials-downloadable materials- \$400.
 - Bank of Greene County Grant \$750: Library Operations-furniture: cabinets for storage, drawers for kitchen- \$550; Library Operations- programs- homework help: snacks and supplies- \$200,
 - Stewart's Shop Grant \$500: Library Operations- programs: "You can be an artist" classes- \$500,
 - Greene County Library Association for Technology Support \$475: Utilities- Technology-Fronics and computers-\$475,
 - Greene County Council on the Arts Grant \$200: Library Operations- Programs: "A Dog's Life" drawing dogs classes- \$200.**Motion to approve Budget Amendments- Tom; Second Carol; Carried**
 8. Committee Reports: Personnel Committee to help look into individual insurance. Committee assignments will be completed in February.
 9. Old Business: N/A
 10. New Business: A) 2020 Salary & Benefit approvals: **Motion- Tom; Second Mark; Carried.** B) 2020 Service Providers Approval: **Motion- Mark; Second- Caitlin; Carried.** C) 2020 Banks Approval- National Bank of Cossackie; The Bank of Greene County: **Motion- Tom; Second- Eileen; Mark Abstained; Carried.**
 11. Announcements: N/A
 12. 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: February 20, 2020
 13. Executive Session: N/A.
- Adjourned: 7:51pm. Motion- Mark. Second- Eileen; Carried.
Submitted by: Caitlin Ippolito