

**Heermance Memorial Library**  
Board of Trustees Minutes  
August 15, 2019

Call to order: 7:00pm

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

1. Recognize Guests; Review and Approve Agenda: No Guests. **Motion to approve Agenda- Jeff; Second- Eileen. Carried.**

2. Approve July 2019 Minutes: **Motion to approve Minutes- Jeff; Second- Mary. Carried.**

3. Correspondence: Google sent information on what types of services they offer. The Department of Public Service will be holding public hearings about their rates and was looking for library participation.

4. Director's Report: Catherine presented her report. **Motion to approve report- Caitlin; Second- Carol. Carried.**

5. Financial Report and approval of proposed disbursements: Mark will report the August Financials in September due to his absence. The check to CMOST will be voided and reissued due to an error. The check to Tina Chaden will continue to be held; it will also be voided and reissued due to an error. **Motion to approve proposed disbursements as ammended- Jeff; Second- Marilyn. Carried.**

6. Committee Reports:

-Caitlin noted that, though the Election Committee did not meet, the Board still required responses from the three members whose term limits expire this December. Jeff will not be running again. Victor and Carol will run. The Committee will search for other candidates for the Board of Trustees since there will be open seat.

7. Old Business:

-On July 23, 2019 the Board reviewed and discussed the 2019 Facilities Plan via email. Motion to approve the 2019 Facilities Plan- Caitlin; Seconded- Carol. Carried with four more yes votes (Marilyn, Victor, Eileen & Tom), none opposed.

-2018 Survey Finding 1: Ad Hoc Committee: Space Expansion- Ad Hoc Committee is to come up with a plan of action and timeline. Research must occur: Community input is still needed; Pathways to funds are currently unknown; Space options, other than the Flach property next door, must be found and considered.

-2018 Survey Finding 2: Recommendations to increase awareness of library.

-2018 Survey Finding 3: Benefit to Community.

8. New Business: N/A

9. Announcements: Battle of the Books is this Saturday, 8/17/19. The Heermance Team, the Cocksackie Virus, did very well at the practice round.

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

A. Next Scheduled: September 19, 2019

B. 2019 Budget Presentation to the Town Board: September 10, 2019

C. 2019 Library Election: Tuesday, October 15, 2019: 10am-9pm.

11. Executive Session: N/A.

Adjourned: 8:01pm. **Motion- Jeff. Second- Eileen. Carried.**

Submitted by: Caitlin Ippolito