

Heermance Memorial Library
Board of Trustees Minutes
July 18, 2019

Call to order: 7:01pm

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

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

2. Approve June 2019 Minutes: **Motion to approve Minutes- Carol; Second- Marilyn. Carried.**

3. Correspondence: N/A

4. Director's Report: Catherine presented her report and added: She is not seeing the benefit to the library from the relationship with the YMCA. The group comes to the library to conduct activities that could be done elsewhere and the children do not interact with anything the library has to offer. The Board openly discussed the matter and agreed that the YMCA should still come to the library but only if they are using the library's assets, not just the space. Catherine had not received any parking permits back. The flag has been installed and the truck accidentally crushed a stone in the walkway. She is still working on getting more laptops. **Motion to approve report- Carol; Second- Victor. Carried.**

5. Financial Report and approval of proposed disbursements: Cashed in one C.D. for operating costs. The check for Tina Chaden will be held until the class has been rescheduled and taught. **Motion to approve Financial Report and approve proposed disbursements- Caitlin; Second Mary. Carried.**

6. Committee Reports:

-Personnel Committee: The Committee met with Catherine to discuss the salaries and benefits portion of the 2020 Budget.

-Finance Committee: The Committee met with Catherine to review the 2020 Budget and found it acceptable.

-Building and Grounds: Quotes are needed for the porch repairs. The exterminator came for the ants. The Facilities Plan will be emailed to the Board. The Board will review and vote via email.

7. Old Business: Mark advised that we wait to discuss these items until the next meeting so that Tom could lead the discussion.

-2018 Survey Finding 1: Ad Hoc Committee: Space Expansion- Ad Hoc Committee.

-2018 Survey Finding 2: Recommendations to increase awareness of library- Victor brought in the information of sponsoring a Little League Team.

-2018 Survey Finding 3: Benefit to Community.

-Status of Tentative Budget: Catherine presented the entire 2020 Budget to the Board. She asks for the Board's support during the presentation to the Town in September. **Motion to approve the proposed 2020 Budget: Mary; Second Carol. Carried.**

8. New Business: N/A

9. Announcements: Enrollment in Carol's art classes is 11 out of 15. If the library wants a logo, Victor will ask relatives to sketch owls with books. Mark will not be able to attend the August meeting.

10. 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: August 15, 2019

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

C. 2019 Library Election: date TBD.

11. Executive Session: N/A.

Adjourned: 8:06pm. **Motion- Victor. Second- Mary. Carried.**

Submitted by: Caitlin Ippolito