

Hawn Memorial Library Board of Trustees Meeting January 15, 2019 Minutes

Call to Order - Meeting was called to order at 4:00 p.m.

Present: Debbie Allen, Charles (CAB) Burns, Beverly Company, Carol Flannery, Sue Grant, Deborah Hunter, Nancy Hyde, George Irvine, Jane Leahy, Golda Mellon, Donna Schneeberger, Joan Varsics

Absent: Don Dilworth (excused), Nicholas Quarrier (excused)

Minutes: Debbie H. made a motion to approve the meeting minutes for December 18, 2018. Carol seconded; motion carried.

Correspondence and Announcements

A letter from NNY Community Foundation was read, which explained the gift of a \$500 grant from the Community Foundation Community Spirit Youth Giving Challenge. Fourteen-year-old Hawn patron Alli Victorino wrote an essay about what community means to her and won first place out of more than 50 entries. She was given the opportunity to choose an organization that most supports her definition of community to receive the grant, and she chose Hawn Memorial Library. Golda will send thank you letters to both Alli and NNYCF.

Presentation of Abstracts by the Treasurer

Carol presented Abstract #8, Expense Voucher Numbers 00001417 through 00001426 in the amount of \$1,194.19 to the Board for acceptance. Carol presented Prepaid Abstract #8, Expense Voucher Number 00001374 in the amount of \$367.25 to the Board for acceptance. Abstract #8 and Prepaid Abstract #8 were accepted.

George moved to go on the school ballot to override the tax cap by \$7,500. Joan seconded; motion carried.

Standing Committee Reports

- **Budget (CAROL, Deb H., Donna, Sue)**
- **Building and Grounds (CAB, Don, George, Nick)**
 1. The light at the back door is now motion activated and stays on for 10 minutes at a time. Thanks DPW!

2. Indoor lighting will be updated by the Village.
- **By-laws and Policies (DEB, Bev, Donna, Jane, Kathy)**
 - Sue made a motion to sign the corrected Building Use Agreement with the Village. Joan seconded; motion carried.
- **Personnel**
 1. George made a motion to hire Kali O'Day as a Substitute at \$11.50/hour to temporarily fill the full time clerk position that she has been filling provisionally. Joan seconded; motion carried.
 2. George moved that the board empower the personnel committee to negotiate the terms for hiring a new director and the board will be polled via email for final approval. Sue seconded; motion carried.
- **Technology (JOAN, Carol, Deb)**
 1. Erate grant has come through and was reflected on this month's Westelcom bill.
 2. It was thought by NCLS that a new computer was needed at the front desk, but that was not so. Jerry Schell has indicated that Hawn will not be billed for the one that was to be installed.

Director's Report

1. Debbie Allen, acting director, is working with the Budget Committee to tighten up the budget.
2. The Friends of the Library donated \$100 for snacks for winter programs, which is very much appreciated.
3. Winter Break Activities for children will be offered from 2/18 – 2/23.

Unfinished Business

Nothing to report

New Business

Nothing to report

Adjournment – Joan made a motion to adjourn, which was seconded by Bev and was approved unanimously. Meeting adjourned at 5:03 pm.

Next meeting is scheduled for February 19, 2019, at 4:00 p.m.

Minutes recorded and typed by Debbie Allen.