

Minutes of the Sept. 8, 2016 meeting of the Berne Public Library Board of Trustees

Present: JoAnne Brady, Ellen Doolin, Becky Waldenmaier, Marion Burghart, Ted Borys and Janet Adams.

Also attending: Joe Golden, Town Board Liaison and Judy Petrosillo, Library Manager.

Call to Order at 6:30

Secretary's report- Minutes of the Aug 11th meeting were presented. The wording of the Finance Budget report was amended to read " Total budget is \$47,380 with a request to the Town of Berne for operating expenses of \$8740 and salary of \$30,800." Janet made a **motion** to accept the minutes and Becky was the second. The motion carried with Ted abstaining.

Treasurer's report- Deposits of \$14.11 were made.

The salary budget line is over from a combination of the extra payment to Judy because of her salary being shorted last year (\$932.58), extra hours put in my staff for the flooding, and an injured clerk causing her hours to be covered by higher paid staff.

Total income is higher than budgeted due to various grants and the construction money being received, which is not actually part of our operating budget.

Motion to accept the Treasurer's report was made by Ellen and Marion was the second. Motion carried.

Payment of Bills-

Total for vouchers is \$843.03. A **motion** was made to pay the bills by Ellen and Ted was the second. Motion carried.

Friends' report-

Lasagna Dinner will be October 1.

Music in the Park and SummerFest were very successful.

Knox is having a Fall Festival and it was suggested that maybe next year the Friends could participate in that.

The Friends are running an advocacy campaign to get more money from the towns of Berne and Knox in order to increase the library hours.

Knox budget-

A letter was written requesting support from the Town of Knox. It will be sent via certified mail to the Town Clerk and e-mailed to Knox Town Council members and the Town Supervisor. Copies will be released to Friends after the Town Board has received them.

Motion to approve sending the letter as amended was made by Janet and Ted was the second. Motion carried.

Posting of materials-

Only the minutes need to be posted on-line, not supporting documents. Agendas for the next meeting should be posted as soon as possible.

Standing committees-

Personnel- a discussion was made of the draft that had been shared. A final copy will be presented for the next meeting, to be voted on.

Finance- did not meet.

Policies- did not meet. Committee will research which policies are required rather than suggested to make sure we have all of those covered. The Town Clerk says that Personnel policies are covered by Town policies, but they may be in need of revision.

Strategic committees-

Floor Plan committee- a multistage plan is in process. Becky donated two pictures to be used in the bathroom.

A **motion** was made by Janet to ask the town to install them, and Ted was the second. Motion carried.

New Business-

Manager's report-

Building updates- Scott is now the custodian as well as maintenance and we would like to have him cleaning on a more regular schedule.

Construction grant- A bid for window replacement at \$8200 was approved by the Town. Two bids have been received for the masonry work, the lowest being \$7155, which would be \$960 more than was budgeted, but money from the Amedore grant for the book drop could be used for the installation of the book drop, so would cover part of the masonry cost.

MaryJo will be returning from sick leave next week, as she has been cleared by her doctor.

The Summer Reading Program kids took a field trip to Fun Plex. The adults will be having a final program this weekend.

Community storytelling grant- a grant has been received to have a program on Oct 24 for adults.

NYLA Conference- Kathy received a grant to attend for free sponsored by the Rural Library Round Table.

Adult Literacy grant- various jobs and career programs to choose from, one will be provided for free.

E-magazine- Nook will no longer be the provider, so UHLS is looking for another company

Network equipment- UHLS IT is recommending that we purchase a new modem.

Yearbooks- a correctional facility in OK is digitizing yearbooks as a free service, but there were concerns about possible loss of the yearbooks in the process and safety concerns. Need to research more.

Youth Services report-

Early literacy workshop- Kathy attended and they are looking at a program called Beanstack, which is an on-line reading program where kids can track their reading.

Teen Action Group is going to be having an escape room program at the library.

Summer Reading Program- 289 youth and caregivers attended the various programs.

Motion to adjourn was made by Ellen and Marion was the second. Meeting adjourned at 8:39.