

January 11, 2018

Berne Public Library Board of Trustees Minutes of the Meeting

Attending: Marion Burghart, Lisa Raymond, Ted Borys, Chuck Batchner, Missy Worden, JoAnne Brady, Emilie Wright and Becky Waldenmaier.

Also Attending: Sean Lyons, Library Liaison, Judy Petrosillo, Library Director and Kathy Stempel, Youth Services. Joel Willsey stopped in to congratulate Mr. Lyons on his recent appointment, and Sandra Kisselback attended a portion of the meeting.

Meeting called to order at 6:32pm and an organizational meeting was convened.

JoAnne presented the slate of officers:

Marion Burghart, President
Lisa Raymond, Vice President
Ted Borys, Treasurer
Becky Waldenmaier, Secretary

JoAnne asked if there were any nominations from the floor. None were given. Missy made a motion to elect the slate as presented, seconded by Chuck. Motion passed.

Organizational meeting was adjourned.

Marion called to order the January meeting at 6:32pm. There were no new additions to the agenda. She welcomed Emilie and Chuck to the board.

Secretary's Report* submitted by Becky

The board reviewed the report. Lisa motioned to accept the report as written. JoAnne seconded the motion, motion approved.

Treasurer's Report *submitted by Ted Borys

Ted reviewed checks that have cleared as well as deposits. The check from Two Rock Ranch has not cleared at this time. Marion explained the salary line being paid by the Town of Berne. She stated it was a low month on spending on books. She also elaborated on the FICA payment. JoAnne motioned to accept the treasurer's report seconded by Lisa. No further discussion; motion passed.

Payment of Bills:

Ted reviewed the bills as listed. Judy reviewed what some of the cost were. She also explained the costs of Time Warner payments. They charge a month ahead. JoAnne moved to pay the bills, seconded by Lisa. Motion passed.

Marion made the point that we need to change the persons who sign the checks. She presented the idea of switching our banking to SEFCU. The board discussed the proposal, and Lisa made a motion to switch to SEFCU. The motion was seconded by Ted. Board approved.

Ted can set up the account. JoAnne and Marion will close the Key Bank account.

Standing Committee Reports:

Personnel Committee:

Marion asked if anyone else was interested in joining the personnel committee. Chuck offered to be on the committee with Missy, JoAnne and Marion. JoAnne updated the board on looking for a new library director. Ad placements will be done. Judy received her review before the meeting. It will unfortunately be her last.

Finance and Budget:

Marion asked for any interest in joining the committee. Emilie offered to join the committee of Marion and Ted. They meet quarterly to review the finances.

Policy Committee:

List of policies are pending. Lisa and JoAnne will be working on updating the list that Ellen had started.

Strategic Plan Committee Reports:

Marion liked the idea of providing new trustees with informational binders.

Marion will contact Tim Burke for manuals for the new trustees.

Floor Plan Committee:

Marion felt she needed to appoint a new committee. JoAnne reviewed what the strategic plan has done. It was decided to wait to appoint a floor plan committee at this time.

JoAnne showed a floor plan of the new improvements to the library.

Old Business:

Marion reviewed updates on what has been done and what needs to be done. Judy has been in touch with Chance to see when the work can be done. The light for the drop box still needs to be changed. She outlined the need for a new roof and the possibility of rewriting for grant money. She mentioned to Sean that the Town had agreed to pay 25% of the cost of the roof. We still need new ballast and fly removal, unless we replace with LED lights.

Judy answered Emilie's questions about the cost of the roof replacement and who would do the work. The total cost of the roof and lights was \$40,000.

Judy also informed us that the garage adjacent to the library, the foundation is undermined. It needs to come down.

Friends Report:

Photo contest is taking submissions until January 31st.

Reception is on March 3rd at 11am.

Book Sale is March 24th and 25th. Books can be dropped off at the Senior Ctr. on March 17.

April date, Bowls for Books

Yearly Schedule:

Judy mentioned adding the Annual Report to January with a review by the board in February.

Marion added the Comptrollers Report is due end of February.

New Business:

Marion discussed the need to write up the agreement between The Town of Berne and the Berne Public Library. Judy mentioned what needed to be update for 2018.

Missy moved to accept the motion to approve the agreement. Becky seconded the motion as amended. Motion approved.

A resolution was made to add Emilie to the bank account to be able to sign checks. JoAnne so moved, seconded by Lisa. Motion passed.

We need to add new trustees to LTA. Judy will look to see if she has access to do this.

Marion mentioned the need to adjust the e-book amount in the budget. Money was taken out of videos.

Manager's report:*

Judy reviewed the number of patrons using the library. We are down in numbers. Story time has also been down, possibly due to illness.

February 28th is Advocacy Day. Tim Burke can make appointments to see our Assemblyman and Senator.

Core Training, Marion suggested we wait until April for training. Suggested date and time, 6pm on April 12, 2018

Fine Forgiveness Month in February

Friday Hours have started.

New Hilltown Community Calendar on the library website

Program with Candace Christenson, May 22

Summer Program: Library Rocks

Talking Walls author, Jan. 18 at 7pm

February 5, jewelry workshop

Youth Services*

Take your Child to the Library Day! Feb. 3rd. Peter Rabbit theme.

Kathy shared some fun statistics with us about libraries.

March 13, next Heldercon meeting

Judy questioned us about having a polymer coating to protect the I Pads. The board had no info. Marion asked if there were any further questions, none noted.

8:15pm Missy moved to adjourn, seconded by JoAnne.

Next Meeting: February 8 at 6:30pm

Submitted by Becky Waldenmaier