

**Mendon Public Library Board of Trustees Meeting
Monday, December 2, 2013**

Approved

Board members present: Pat Bernhard, Molly Brazak, Denise Dickinson, Peter Dohr, Melissa Jacobs, Bruce Peckham, Larry Young

Board members excused: None

Others: Laurie Guenther (Director), Moe Bickweat (Town Liaison), Lisa Reniff (Recording Secretary), Dan Bassette

Call to Order: Meeting was called to order at 7:17pm by Larry Young.

Public Comment: None

Town Report: (Moe Bickweat) Town board transferred \$5,000 funds to capital reserve funds for the 15 Monroe St. building roof.

Friends' Report: (Laurie Guenther) Sweepstakes Gala plans were discussed.

Capital Campaign Report: (Laurie Guenther) Mysteries and Murders reception was held. It introduced many new people to the library. The next Capital Campaign meeting will be on Dec. 19th.

Approval of Minutes:

A MOTION was MADE, SECONDED and CARRIED to approve the amended Board of Trustees minutes for Monday, November 4, 2013.

President's Report: (Larry Young) The composition of the Board for 2014 was discussed. Molly will not be returning for a second term and Pat will be moving at the end of the year. A discussion of the number of members desired for the Board of Trustees. It was agreed that the number should remain at 7. Molly's empty position is currently being posted through the town and Pat's position will be posted through the library.

A MOTION was MADE, SECONDED and CARRIED to post to replace Pat's Board of Trustee's position through the normal means of signage in the library and library website.

The Board thanked Moe for his service to the library.

Treasurer's Report: (Bruce Peckham)

A MOTION was MADE, SECONDED and CARRIED to approve for Payment of expense vouchers #2013-12-178 through #2013-10-196 in the aggregate amount of \$15,353.39.

[Large expense items: QwikNet \$4,211.60 (new server), MCLS \$7,089.88 (cost share)]

A MOTION was MADE, SECONDED and CARRIED to accept a donation of \$450.00 from Bruce Peckham.

A MOTION was MADE, SECONDED and CARRIED to accept Check #90014858 from M&T Bank Charitable Foundation, for the purpose of summer reading in the amount of \$2,000.00.

Report of Bank Account balances at 11/30/13:

Eunice Dehmler Frank Savings Account

Balance: \$2,648.85

Activity: \$0.22 Interest credit

Mendon Public Checking Account

Balance: \$9,535.62

Activity: Check#258 Amt: \$394.00 (reimbursement to L. Guenther approved at 11/4/13 BOT meeting)

Corresponding Secretary's Report: (Denise Dickinson) Thank you letters were sent to John and Sue Geraci of Crux Research.

Director's Report: (Laurie Guenther) The director's report was distributed to the Board. The transfer to the new server is almost complete. Qwiknet has spend many hours in the library toward this goal.

Closing dates for 2014 were discussed. They followed the same pattern as previous years.

A MOTION was MADE, SECONDED and CARRIED to accept the closing dates for 2014 as given the Director's report for December 2013.

Wednesday, Jan. , 2014

Saturday, April 19

Saturday, May 24

Monday, May 26

Saturday, June 14

Thursday, July 3

Friday, July 4

Monday, Sept. 1

Saturday, Sept. 20

Wednesday, Nov. 26

Thursday, Nov. 27

Friday, Nov 28

Wednesday, Dec. 24

Thursday, Dec. 25

Friday, Dec. 26

New Year's Day

Easter, closed

Memorial Day Weekend

Memorial Day Weekend

Last Saturday open for summer

4th of July – close at 5

4th of July – closed

Labor Day – Closed

Begin open Saturdays

Thanksgiving – close at 5

Thanksgiving Closed

Thanksgiving – Closed

Christmas – Closed

Christmas – Closed

Christmas – Closed

A discussion of the 2014 meeting dates was held. It was decided to table the discussion of the dates for the full year.

A MOTION was MADE, SECONDED and CARRIED to set the first Mendon Public Library Board of Trustees meeting date of 2014 for January 6, 2014.

A discussion was held regarding a discounted holds card. It was decided not to pursue this idea at this time.

ROC the Day is Dec 11th. The library is set to participate in this event.

Committee Reports:

Budget Committee: (Larry Young) The budget committee will meet on Dec 6th to review the end of year finances with a final meeting of the Board later in the month to approve the end of year vouchers.

Old Business:

Strategic Plan Committee: (Peter Dohr) An initial draft of the Strategic Plan was distributed to the Board to review and comment on via email. A discussion was held on it's contents and Peter was thanked for his work.

New Business:

2014 Boat of Trustees Organization:

A MOTION was MADE, SECONDED and CARRIED to reinstate Larry Young for another 5 year term on the Mendon Public Library Board of Trustees starting 2014, contingent on the Town Board approval.

A MOTION was MADE, SECONDED and CARRIED to approve Bruce Peckham for the position of President of the Mendon Public Library Board of Trustees in 2014.

A MOTION was MADE, SECONDED and CARRIED to approve Larry Young for the position of Treasurer of the Mendon Public Library Board of Trustees in 2014.

A MOTION was MADE, SECONDED and CARRIED to approve Denise Dickinson for the position of Secretary of the Mendon Public Library Board of Trustees in 2014.

A MOTION was MADE, SECONDED and CARRIED to approve Melissa Jacobs for the position of Vice President of the Mendon Public Library Board of Trustees in 2014.

Public Comment: None

Adjournment: The meeting was adjourned at 9:06pm.

Respectfully submitted by Lisa Reniff