

Mendon Public Library Board of Trustees Meeting

Mendon Public Library

April 4th, 2016

7:00 p.m.

Approved

Present: Molly Brazak, Bruce Peckham, Becky Stames

Others present: Cynthia Carroll (Town Board), Laurie Guenther (Director), Lisa Reniff (Recording Secretary).

Excused: Larry Young, Melissa Jacobs

Call to Order: Meeting was called to order at 7:04 p.m. by Bruce Peckham

No public comment.

Town Report: (Cynthia Carroll)

The town has paid off the remainder of the library bond totaling \$147,390.35. The bond payment includes payment of next year's installment in order to save on debit services. The Capital Campaign Committee contributed \$20,000 to the town for the payment on the loan in 2016.

President's Report: (Bruce Peckham)

Bruce, and Ron Knight met with John Moffit. John asked for \$20,000 at this meeting. The Capital Campaign Committee honored his request. This brings total payments to the Town of Mendon from the Capital Campaign to \$444,908. The Capital Campaign will continue to fundraise until August 2016.

Bruce attended the Town Board Meeting. The Rotary will have a special meeting in the Library.

Approval of Minutes:

It was MOVED, SECONDED, and CARRIED to approve the Mendon Public Library Board of Trustees March 7, 2016 minutes.

Treasurer's Report: (Molly Brazak)

It was MOVED, SECONDED, and CARRIED to approve check #316, in the amount of \$189.99 to *Frontier* for the "Broadband Extreme Plus Static Loop and Port" due on April 11, 2016, to be taken from the May K. Houck Grant account.

It was MOVED, SECONDED, and CARRIED to accept a donation check for \$500.00 for barn dance sponsorship, to be deposited in the Unrestricted Funds account, then transferred to the Friends of Mendon Public Library checking account.

It was MOVED, SECONDED, and CARRIED to approve check #317, in the amount of \$500 to *The Friends of Mendon Public Library* for a barn dance sponsorship donation, to be taken from the Unrestricted Funds account.

It was MOVED, SECONDED, and CARRIED to accept check # 90023164, in the amount of \$1,500 to be deposited in Summer Reading Restricted Funds, from M and T Charitable Foundation.

It was MOVED, SECONDED, and CARRIED to accept check #15422 in the amount of \$100 from the Bolder County Community Foundation, the Damaru Fund, recommended by Zack and Christopher Skelton.

Meeting Date: April 4, 2016

Review Date: May 2, 2016

Approved Date: May 2, 2016

It was MOVED, SECONDED, and CARRIED to approve expense vouchers 2016-04-29 through 2016-04-44 in the aggregate amount of \$3,643.63.

The Board of Trustee's accounts held the following balances:

Account Balances	Date Ending	Balance
Mendon Public Library – M & T Checking Account	3/30/15	\$26,542.00
Eunice Dehmler Frank Fund – M & T Savings Account	3/30/15	\$2,655.04

Director's Report: (Laurie Guenther)

The director's report was distributed for review.

OLD BUSINESS

NYS Construction Funds: (Laurie Guenther)

No substantial new progress to report.

990 Tax Return:

An extension will be filed per Bruce Peckham.

NEW BUSINESS

Library Policy Review: (Laurie Guenther)

The new Laptop Check Out Policy to cover the patron use of a laptop owned by the library was reviewed.

It was MOVED, SECONDED and CARRIED to approve the Mendon Public Library Laptop Check Out Policy as amended.

First Quarter Budget Review: (Bruce Peckham)

The budget for this quarter is tracking positively.

Review Long Range Plan & Library Vision and Mission Statements: (Bruce Peckham)

A draft of the Long Range Plan was reviewed. Laurie reviewed how the scope of the library statistics how they are compiled. These documents will be reviewed at the next meeting.

No public comment: None

Adjourned at 8:04pm