

**Mendon Public Library Board of Trustees Meeting**

**Mendon Public Library**

**May 2, 2016**

**7:00 p.m.**

**Approved**

**Present:** Molly Brazak, Melissa Jacobs, Bruce Peckham, Becky Stames, Larry Young.

**Others present:** Laurie Guenther (Director), Lisa Reniff (Recording Secretary), Dan Bassette, and four students working on a government project; Conor Mahnke, Ryan Henderson, Colden Herzog, and Nicholas Cisco.

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

**No public comment.**

**Trustee Communications:** Becky expressed a desire for communication before tech purchases. Bruce outlined communication that had taken place before tech purchases.

**President's Report:** (Bruce Peckham)

Bruce shared a motion from the Town that requires Town involvement in all construction grants.

The Town has paid off the library bond instead of rolling it over to save on interest payments. It is the library board's understanding all short term loans for the new building are paid in full.

**Approval of Minutes:**

It was MOVED, SECONDED, and CARRIED to approve the Mendon Public Library Board of Trustees April 4, 2016 minutes.

**Treasurer's Report:** (Molly Brazak)

It was MOVED, SECONDED, and CARRIED to approve expense vouchers 2016-04-29 through 2016-04-44 in the aggregate amount of \$3,255.26.

Melissa Jacobs arrived at 7:20pm.

It was MOVED, SECONDED, and CARRIED to VOID check #318 (*United States Treasury* – BoT filed via US Postal service; fee only required when filing online.)

It was MOVED, SECONDED, and CARRIED to VOID check #319 (*Know Buddy Resources* – these books will instead be paid for from Library operating budget.)

It was MOVED, SECONDED, and CARRIED to approve check #320 to *Upstart* for \$629.43 for the Summer Reading Program's rewards for kids' program participants, to be taken out of the M and T Summer Reading Account.

It was MOVED, SECONDED, and CARRIED: to approve check #321, in the amount of \$189.99 to *Frontier* for the "Broadband Extreme Plus Static Loop and Port" due on May 10, 2016, to be taken from the May K. Houck Grant account.

It was MOVED, SECONDED, and CARRIED to approve check #322, in the amount of \$150.00 to *Kelly Paganelli* for pre-paid bank cards as prizes for the Summer Reading Program, to be taken from the M&T Summer Reading account.

It was MOVED, SECONDED, and CARRIED to approve check # 323, in the amount of \$37.00 to *CopyTown* for summer reading posters, to be taken from the M & T Summer Reading Account.

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

<b>Account Balances</b>	<b>Date Ending</b>	<b>Balance</b>
Mendon Public Library – M & T Checking Account	4/30/15	\$6,655.26
Eunice Dehmler Frank Fund – M & T Savings Account	4/30/15	\$27,352.01

**Director's Report:** (Laurie Guenther)

The director's report was distributed for review.

Laurie proposed to the board that fines for board books be eliminated. Board books are typically donated materials. They are used by our smallest library patrons and this elimination would create positive response toward early literacy efforts. Circulation of Board books only accounts for less than 2% of our total circulation.

It was **MOVED**, **SECONDED**, and **CARRIED** to approve that circulation of board books are no longer subject to late or lost fines.

Changes with E-rate was reviewed and discussed. E-rate discount for voice lines is being phased out but is now being applied to broadband connections. MCLS has applied for and received E-rate for the library system and the 90% discount for all members. Time Warner was the low bid and the county legal department will take care of our existing Frontier contract.

Larry Young left at 7:20pm.

**OLD BUSINESS**

**NYS Construction Funds:** (Laurie Guenther)

Tom Voorhees, local vendors and others were consulted about the construction grant. It is currently believed to be wise to hire a general contractor to facilitate a successful scheduling and completion of the work. A meeting with John Moffitt, Tom Voorhees and Sheldon Boyce would be a next step.

**990 Tax Return:**

The 2015 990-ez tax return extension has been filed. The 990-EZ form is almost complete.

**NEW BUSINESS**

**First Quarter Budget Review:** (Bruce Peckham)

The budget for the first quarter is on target. Any variances from the budget are due to the timing of bills.

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

A proposed mission statement was distributed. Board members were encouraged to return next month with thoughts on the Library's mission statement.

**No public comment:** None

**Announcement:** Becky Stames announced that she is resigning from the MPL Board of Trustees.

**Adjourned at 8:01pm**