

**Mendon Public Library Board of Trustees Meeting
Monday, June 2, 2014**

Approved

Board members present: Denise Dickinson, Sarah Easton, Peter Dohr, Bruce Peckham, Larry Young

Board members excused: Molly Brazak, Melissa Jacobs

Others: Laurie Guenther (Director), Cynthia Carroll (Town Liaison), Lisa Reniff (Recording Secretary)

Call to Order: Meeting was called to order at 7:15pm by Bruce Peckham.

Public Comment: None

Town Report: (Cynthia Carroll) Nothing to Report.

Approval of Minutes:

A MOTION was MADE, SECONDED and CARRIED to approve the amended Board of Trustees minutes for Monday, May 5, 2014.

President's Report: (Bruce Peckham)

Bruce and Laurie met with Suzy Rose and Barry Kissack of HFM Rotary. The Rotary is eager to help the library on potential projects. The Rotary will purchase a plaque indicating the Rotary is a supporter of the Mendon Library. Once the plaque has been purchased and engraved, the Library will hang the plaque in the library. The Library will gladly work with the Rotary for a temporary display of their historical club banners. Bruce will try to meet with them every year to keep the relationship active. Broken window was reported to the Town Supervisor. Bruce will notify the Town of the Motion last month for discarded library materials.

Treasurer's Report: (Larry Young)

The extension for the 2013 Federal Tax Return 990 was granted until August 15th.

A MOTION was MADE, SECONDED and CARRIED to approve for Payment of expense vouchers #2014-06-75 through #2014-06-89 in the amount of \$11,854.95.

A MOTION was MADE, SECONDED and CARRIED to approve MPL Board of Trustees check #268 in the amount of \$24.00 to *Honeoye Falls Market Place*, to pay for snacks for the program "Together – Book Talk for Kids and Parents". This is from the restricted "Together" account, funded by the New York Council for the Humanities.

A MOTION was MADE, SECONDED and CARRIED to approve MPL Board of Trustees check #269 in the amount of \$41.76 to *Paula McIntyre*, to reimburse return postage for books used in the program "Together – Book Talk for Kids and Parents". This is from the restricted "Together" account, funded by the New York Council for the Humanities.

A MOTION was MADE, SECONDED and CARRIED to accept donation of check # 32497 in the amount of \$1,000.00 from the *Stuart J. Mitchell Agencies* to fund 2014 upgrades to library computer equipment.

Corresponding Secretary's Report: (Denise Dickinson) Nothing to Report. Thank you notes to the Middle School PTA, Sue Wiegand, and the Stuart J. Mitchell Agency will be sent out.

Director's Report: (Laurie Guenther)

- The May Director's Report was distributed.

A MOTION was MADE, SECONDED and CARRIED to hire Elizabeth McGuire at a rate of \$8.00 per hour.

- The library received funding from the Federal E-rate program. The program gives a reduction in communications bills. Expected discount for 2014-2015 is \$653.62 through this program. The library is currently receiving discounts, this announcement will not impact the budget.
- The Garden Tour is coming along nicely. There is still a need for volunteers. Please contact Melissa, Laurie, or Kelly if you can volunteer. It was noted that this event will not only help the library but bring people from surrounding areas to Honeoye Falls, supporting the village.
- The library will be open the Saturday of Festival on the Green. We expect to receive more traffic that day and to sell more tickets for the Garden Tour. The time capsule will also be on display that Saturday.

Old Business:

Director Performance Review: (Bruce Peckham)

An assessment form was handed out to the board members to fill out and mail back to Bruce. Bruce and the Personnel Committee will collate the information.

New Business:

Time Capsule: (Bruce Peckham)

The time capsule is packed and ready to put in the ground. It is expected that a backhoe will be needed bury it.

Garden Tour: (Bruce Peckham)

There is still a need for volunteers. It was noted that this event will not only help the library but the town and village as well by bring people from surrounding areas to Honeoye Falls.

Folding Chairs: (Laurie Guenther)

Quotes were distributed for the purchase of folding chairs. It was thought that 24-36 chairs should be purchased to aid in the ease of conducting events. Currently folding chairs must be borrowed from the Community Center.

A MOTION was MADE, SECONDED and CARRIED to use library enhancement fund from the Friends not to exceed \$1,100 for the purchase of folding chairs.

Public Comment: None

Adjournment: The meeting was adjourned at 8:00pm.

Respectfully submitted by Lisa Reniff