

**Mendon Public Library Board of Trustees Meeting
Thursday September 4, 2014**

Approved

Board members present: Molly Brazak, Denise Dickinson, Sarah Easton, Peter Dohr, Melissa Jacobs, Bruce Peckham

Board members excused: Larry Young, (Library Director also excused).

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

Call to Order: Meeting was called to order at 7:25pm by Bruce Peckham.

Public Comment: None

Town Report: (Cynthia Carroll) The town is currently working on the Budget for 2015.

Approval of Minutes:

A MOTION was MADE, SECONDED and CARRIED to approve the amended Board of Trustees minutes for Monday, July 7th, 2014.

A MOTION was MADE, SECONDED and CARRIED to table the Board of Trustees minutes for Monday, Aug 4th, 2014 until the next meeting.

President's Report: (Bruce Peckham)

Treasurer's Report: (Bruce Peckham)

A MOTION was MADE, SECONDED and CARRIED to approve for Payment of expense vouchers #2014-117 through #2014-129 in the aggregate amount of \$3,651.98.

A MOTION was MADE, SECONDED and CARRIED to approve the following checks from the MPL Board of Trustees:

MPL Board of Trustees check #278 in the amount of \$ 1,000.00 to *QwicNet*, to pay for upgrades to the patron computers. This is from the restricted account "Mitchell Agencies for 2014 computer upgrades".

MPL Board of Trustees check #279 in the amount of \$ 275.00 to *Topher Holt*, to pay for the Summer Reading Program *Fizz, Boom Musical Fun* on 8/12/2014. This is being funded from the restricted account "M&T Bank Summer Reading Programs".

MPL Board of Trustees check #280 in the amount of \$ 175.00 to *Showcase Sound*, to pay for the Summer Reading Program "Bubble Party" on 8/19/2014. This is funded from the restricted account "M&T Bank Summer Reading Programs".

Corresponding Secretary's Report: (Denise Dickinson) Nothing new to report.

Committee Reports:

Old Business: None

New Business:

2015 Tentative Budget (Bruce Peckham) The MPL 2015 Tentative Budget was reviewed by the Board members. Bruce feels this budget accurately reflects library needs. The Town's tax contribution is budgeted to increase 1.56% which is the Tax Cap percentage established by New York State for municipal budgets 2015. The revenues will be supported by \$11,750 from the unencumbered library fund balance. Revenue from operations will remain flat when compared to 2014 budget.

The total library expenses are budgeted to increase 16% over 2014. This exceeds the town's target by approximately \$3000. Personnel expenses will increase 3% in line with the town's target while employee benefits will decrease by \$2200. Equipment expenses will remain relatively flat. Library materials will increase by \$800, based upon past history of usage. Library contractual expenses will increase by a projected increase in telephone expenses, due to possible reduction in e-rate funding for 2015. Utilities expenses are increased based upon 2014 experience.

Larry and Bruce will meet with John Moffitt as his schedule allows to discuss the budget.

A MOTION was MADE, SECONDED and CARRIED to approve the submission of the 2015 Tentative Budget to the Town of Mendon.

Capital Improvement Plan: (Bruce Peckham) The Capital Improvement Plan for the MPL was discussed.

A MOTION was MADE, SECONDED and CARRIED to approve the Town of Mendon Capital Improvement Plan as amended.

Public Comment: None

Adjournment: The meeting was adjourned at 8:30pm.

Respectfully submitted by Lisa Reniff