

**Mendon Public Library Board of Trustees Meeting**  
**Monday, November 4, 2013**

**Approved**

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

**Board members excused:** Denise Dickinson

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

Meeting was called to order at 7:15 pm by Larry Young.

**Public Comment:** None

**Town Report:** (Moe Bickweat) The preliminary budget was passed by the town. Five thousand was in the reserve fund for 15 Monroe St. roof.

**Friends' Report:** (Laurie Guenther) The fall booksale went very well. The next Friends meeting is scheduled for Nov 18<sup>th</sup>.

**Capital Campaign Report:** (Laurie Guenther) The Capital Campaign committee met and are planning a few events.

November 21<sup>st</sup> Reception at the Library

March 7<sup>th</sup> Library Gala at the Rabbit Room

June TBD Garden Tour

Sept 20 Fall Barn Dance at the Howlett Barn

The next Capital Campaign meeting is Nov 21<sup>st</sup> and Gala Planning meeting on Nov 7<sup>th</sup>.

**Approval of Minutes:**

A MOTION was MADE, SECONDED and CARRIED to approve the amended Board of Trustees minutes for Tuesday, August 8, 2013.

**President's Report:** (Larry Young)

The current budget was reviewed.

Capital Improvement Plan was discussed. New carpet, server and technology were included in the plan.

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

A MOTION was MADE, SECONDED and CARRIED to approve for Payment of expense vouchers #2013-11-162 through #2013-11-177 in the aggregate amount of \$8,808.09. (Large items: Periodical Subscriptions, \$4290.75, Materials, \$3,385.69)

A MOTION was MADE, SECONDED and CARRIED to approve payment to Laurie Guenther of \$394.00 representing reimbursement for Tech-soup donation to Mendon Public Library using check #258 from M&T Bank.

Report of Bank Account balances at 10/30/13:

Eunice Dehmler Frank Savings Account

Balance: \$2,648.63

Activity: \$0.22 Interest credit

Mendon Public Checking Account

Balance: \$9,929.62

Activity: none

**Corresponding Secretary's Report:** (Denise Dickinson) None.

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

The circulation has increased for October, the only library in Monroe County with an increase.

Dana Arnold was hired as a clerk.

**Old Business:**

**Strategic Plan Committee:** (Laurie Guenther) Laurie presented a summary of the survey results via a slide show. The main themes that stand out is serving the needs of children and keeping technology available. The next steps involve using the survey results to help mold the Strategic Plan. Final approval of the plan needs to be in place by April. Appreciation was expressed by the board to John and Sue Geraci for their hard work.

**Technology Upgrade** (Laurie):

A discussion was held on the need to increase the approved amount for software license purchases in order to purchase Adobe Indesign, Photoshop and Reader.

A MOTION was MADE, SECONDED and CARRIED to approve an additional \$800 for 3 Adobe licenses for three computers.

**New Business:**

**Tutor Policy** (Laurie):

A discussion was held on a newly drafted tutoring policy that would set guidelines for tutoring in the library.

A MOTION was MADE, SECONDED and CARRIED to approve the Mendon Tutoring Policy Draft 10/21/2013 as amended for typographical errors.

**Discussion on Discounted Holds Coupon:** Discussion was tabled.

**Public Comment:** None

Adjournment of meeting was at 9:25pm

Respectfully submitted by Lisa Reniff