

Mendon Public Library Board of Trustees Meeting
Mendon Public Library
December 5, 2016
7:00 p.m.

Approved

Present: Molly Brazak, Ann Marie Gordon, Craig Moscicki, Bruce Peckham, Larry Young

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

Excused: Cristina Romig

Meeting was called to order at 7:05 p.m. by Bruce Peckham

Public Comment: No public comment.

Town Report (Cynthia Carroll) The town budget is finalized and the town budget can be accessed online. The Veteran's Day Luncheon went well and was appreciated by the veteran's and their families.

Trustee Communications: Bruce received a positive comment from a previous participant in the Abraham Lincoln discussion group.

Approval of Minutes:

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

President's Report: (Bruce Peckham) The town perceives construction not starting with the grant for the children's area until after the 1st of the year. The soft costs are still projected at \$4500. The town budget was approved.

Treasurer's Report: (Molly Brazak)

The vouchers were reviewed.

It was MOVED, SECONDED, and CARRIED to approve expense vouchers 2016-12-163 through 2016-12-180 in the aggregate amount of \$10,218.62.

It was MOVED, SECONDED, and CARRIED to accept County of Monroe check #1274626 from NYS Bullet Aid, in the amount of \$6,000.00, to be deposited in Mendon Public Library Board of Trustees' M&T checking account as Unrestricted Funds.

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

Account Balances	Date Ending	Balance
Mendon Public Library – M & T Checking Account	10/30/16	\$29,336.29
Eunice Dehmler Frank Fund – M & T Savings Account	10/30/16	\$2,656.38

Corresponding Secretary Report: (Craig Moscicki) No new correspondence.

Director's Report: (Laurie Guenther)

The Director's Report was distributed for review with the following highlighted:

- The branding focus workshops put on by Causewave will be held on Jan 11th and 16th with the purpose of finding out what the public wants from the library. The board was encouraged to attend and help with this effort.
- The library closure dates for 2017 were discussed

It was **MOVED**, **SECONDED**, and **CARRIED** to close Mendon Public Library on the following dates in 2017 including an early closure at 1 p.m. on Wed. Nov. 22.

Holiday	Closure Dates	Days
New Year's Day	Monday, January 2 nd	1
Easter	Saturday, April 15 th	1
Memorial Day	Saturday & Monday, May 27 th & 29 th	2
Independence Day	Monday & Tuesday, July 3 rd & 4 th	2
Labor Day	Monday September 4 th	1
Thanksgiving	Wednesday November 22 nd Close at 1pm Thursday & Friday, November 23 rd & 24 th	2.5
Christmas	Saturday, Monday & Tuesday, December 23 rd , 25 th & 26 th	3
Summer	Saturdays from June 17 th to September 16 th	

It was **MOVED**, **SECONDED**, and **CARRIED** to approve the following regular meeting dates for the Mendon Public Library Board of Trustees in 2017 that includes Monday July 10th and Monday August 28th.

All meetings will begin at 7 p.m. in the Library.

Regular Board Meeting dates 2017
Monday, January 9
Monday, February 6
Monday, March 6
Monday, April 3
Monday, May 1
Monday, June 5
Monday, July 10
Monday, August 7
Monday, August 28
Monday, October 2

Monday, Nov 6
Monday, Dec 4

OLD BUSINESS

Children's Area Construction: The town estimate for the construction soft costs have remained the same. The state is still in the process of reviewing the library construction grant proposals.

NEW BUSINESS

Budget Status 2016: A budgetary analysis showed an end of year surplus.

It was MOVED, SECONDED, and CARRIED to spend no more then \$8,664 on library materials and three monitors.

It was MOVED, SECONDED, and CARRIED to hold a special Board of Trustee meeting on Wed. Dec, 28 at 8 a.m. in the library for the purpose of approving end of year vouchers.

Trustee Recruitment: The personnel committee interviewed two excellent candidates. A decision will be made at the January meeting.

Trustee committees: The Board decided to have three committees; Personnel, Budget and Finance, and Executive. All members are encouraged to think about which committees they would like to serve on for 2017.

It was MOVED, SECONDED, and CARRIED that the Mendon Public Library Planning, Policy, Technology and Grant writing committees be dissolved.

BOT Officer Selection: Bruce noted he will not serve as president for 2017. He encouraged all members both new and old members to consider taking a leadership position on the Board of Trustees. Officer selection for 2017 will take place at the January 2017 meeting.

Public comment:

Adjourned at 8:15pm