

**Mendon Public Library Board of Trustees Meeting**  
**Mendon Public Library**  
**January 4<sup>th</sup>, 2016**  
**7:00 p.m.**

**Approved**

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

**Excused:** Becky Stames

**Others present:** Cynthia Carroll (Town Board), Laurie Guenther (Director), Lisa Reniff (Recording Secretary)

**Call to Order:** Meeting was called to order at 7:09 p.m. by Bruce Peckham

**No public comment.**

**Town Report:** (Cynthia Carroll) Town officials were sworn in at the board meeting.

**Approval of Minutes:**

It was MOVED, SECONDED, and CARRIED to approve the Mendon Public Library Board of Trustees December 7, 2015 minutes as amended.

It was MOVED, SECONDED, and CARRIED to approve the Mendon Public Library Board of Trustees December 30, 2015 minutes.

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

The town board approved the reduction of Library Trustees members from seven to five. The town also closed out the balance of the library building account.

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

It was MOVED, SECONDED, and CARRIED to approve Library vouchers 2016-01-1 through 2016-01-4 for a total amount of \$485.13.

It was MOVED, SECONDED, and CARRIED to approve check #309 to Laurie Guenther in the amount of \$701.00 for reimbursement of *Tech Soup*. *Tech Soup* is an online software vendor donation program available to public libraries, which necessitates using a credit card for payment. The software is for the new computers. This purchase was approved at the previous meeting.

It was MOVED, SECONDED, and CARRIED to void check #308.

The Board of Trustee's accounts for the 11/30 statements held the following balances:

M&T Checking Account	\$27,219.48	all transactions previously reported and approved
Frank Fund	\$2,654.15	\$0.21 credit for interest earned

**OLD BUSINESS**

**NYS Funds:** Currently in the process of setting up the grant with NYS and getting quotes for projects. Once that is accomplished priorities will be established and decisions made on which projects to fund. John Moffit wishes to replace the bulbs in the libraries main fixtures as one of the projects. This is expected to cost \$5,000 and would lead to energy savings and reduced maintenance. It was noted since this is a New York State grant, completion of the grant is not expected in the near future. We will continue to move along, however many requirements of the grant may make this a slow process.

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Review Date: Feb. 1, 2016

Approved Date: Feb. 1, 2016

Laurie plans to meet with Peter Dohr and George Wiegand to be volunteer advisors on the project. The project will also work directly with Tom Voorhees. The next step is to begin to obtain quotes for previously discussed items, and bring to the Board for prioritization. The staff is in the process of getting the online account set up for this project.

**NEW BUSINESS:**

**Election of BOT Officers 2016** (Bruce Peckham):

A MOTION was MADE, SECONDED and CARRIED to approve Bruce Peckham as President of the Mendon Public Library Board of Trustees for 2015.

A MOTION was MADE, SECONDED and CARRIED to approve Melissa Jacob as Vice President of the Mendon Public Library Board of Trustees for 2015.

A MOTION was MADE, SECONDED and CARRIED to approve Molly Brazak as Corresponding Secretary of the Mendon Public Library Board of Trustees for 2015.

The office of Treasurer will remain unfilled until later in the year. The President will fulfill these duties until it is filled.

**Committee Assignments:** The function of the committees was discussed.

A MOTION was MADE, SECONDED and CARRIED to approve the committee assignments for 2016 as follows:

<b>Personnel</b>	Bruce Peckham	<b>Technology</b>	Bruce Peckham
	Molly Brazak		Molly Brazak
	Melissa Jacobs		Becky Stames
	Larry Young		Larry Young
<b>Budget and Finance</b>	Bruce Peckham	<b>Policy</b>	Bruce Peckham
	Molly Brazak		Molly Brazak
	Melissa Jacobs	<b>Advocacy and Grant Writing</b>	Bruce Peckham
	Becky Stames		Melissa Jacobs
	Larry Young		Becky Stames
<b>Planning and Evaluation</b>	Bruce Peckham		
	Molly Brazak		
	Melissa Jacobs	Laurie Guenther, Library Director serves as an ex officio member on all Board of Trustee committees.	
	Becky Stames		

**BOT Calendar for 2016 :** The BOT agenda calendar was reviewed and will be updated for 2016.

**Conflict of Interest Statement:** Conflict of Interest Statements were distributed and signed by the Board of Trustees.

**Children’s Librarian:** Sarah Easton has submitted her resignation as Children’s Librarian.

**No public comment.**

**Adjourned at 8:38pm**