

**Mendon Public Library Board of Trustees Meeting**

**Mendon Public Library**

**June 6, 2016**

**7:00 p.m.**

**Approved**

**Present:** Molly Brazak, Bruce Peckham, Larry Young.

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

**Excused:** Melissa Jacobs

**Call to Order:** Meeting was called to order at 7:10 p.m. by Bruce Peckham

**No public comment.**

**Town Report** (Cynthia Carroll) No town news regarding the library. The town is currently looking at the best way to deliver ambulance service to the town.

**Trustee Communications:** None

**President's Report:** (Bruce Peckham) Bruce attended the Town Board meeting.

**Approval of Minutes:**

It was MOVED, SECONDED, and CARRIED to approve the Mendon Public Library Board of Trustees May 2, 2016 minutes as amended.

**Treasurer's Report:** (Molly Brazak)

The vouchers were reviewed. Major payments included cost share payment to MCLS, and carpet cleaning.

It was MOVED, SECONDED, and CARRIED to approve expense vouchers 2016-05-60 through 2016-05-82 in the aggregate amount of \$13,679.69.

It was MOVED, SECONDED, and CARRIED to approve the following motions:

Motion to approve check #324, in the amount of \$89.99 to *Frontier* for the "Broadband Extreme Plus Static Loop and Port" due on May 10, 2016, to be taken from the May K. Houck Grant account.

Motion to accept May K. Houck Foundation check T-7388589 in the amount of \$4,000.00 to be deposited in the restricted fund for children's area enhancement.

Motion to accept the enclosed list of misdirected donation checks for a total of \$1,292.00, to be deposited in the Unrestricted Funds account, then transferred to the Friends of Mendon Public Library Capital Campaign account.

Check Number	Memo	Amount
9859	Finish Line Donation - MISDIRECTED	130.00
1916	Finish Line Donation - MISDIRECTED	25.00
6799	Finish Line Donation - MISDIRECTED	500.00
1583	Finish Line Donation - MISDIRECTED	25.00
4753	Finish Line Donation - MISDIRECTED	26.00
2073	Finish Line Donation - MISDIRECTED	25.00
4790	Finish Line Donation - MISDIRECTED	50.00

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146	Finish Line Donation - MISDIRECTED	26.00
8321	Finish Line Donation - MISDIRECTED	26.00
8029	Finish Line Donation - MISDIRECTED	100.00
1492	Finish Line Donation - MISDIRECTED	26.00
938	Finish Line Donation - MISDIRECTED	25.00
8816	Finish Line Donation - MISDIRECTED	50.00
3292	Finish Line Donation - MISDIRECTED	50.00
2005	Finish Line Donation - MISDIRECTED	26.00
9329	Finish Line Donation - MISDIRECTED	26.00
7039	Finish Line Donation - MISDIRECTED	26.00
1807	Finish Line Donation - MISDIRECTED	30.00
4614	Finish Line Donation - MISDIRECTED	100.00
		1292.00

Motion to approve check #325, in the amount of **\$1,292.00** to *The Friends of Mendon Public Library* for misdirected donations, to be taken from the Unrestricted Funds account.

Molly reported the Board of Trustee’s accounts held the following balances:

Account Balances	Date Ending	Balance
Mendon Public Library – M & T Checking Account	5/31/15	\$6,655.27
Eunice Dehmler Frank Fund – M & T Savings Account	5/31/15	\$27,379.59

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

The director’s report was distributed for review with the following highlighted:

- The library is hosting a story time at Festival on the Green and will need coverage from the Board during the festival.
- The summer reading program brochure had been distributed to over 30 groups and will start June 23<sup>rd</sup>.
- The wireless will move to the different vendor as planned with the e-rate program through MCLS July 2016-June 30, 2017.
- The carpets have been cleaned.
- The Capital Campaign is ending in August. All is going well.
- The Friends have supported Mim attending at web design course.
- Our MCLS cost shares will remain unchanged this year instead of the anticipated 3% increase. The cost of movie rights will now be absorbed by MCLS as well as the wireless.

**OLD BUSINESS**

**NYS Construction Funds:** (Laurie Guenther)

It was clarified that the library does have approval and a project number for the construction grant. The next step involves coordination with the town for approval and method of implantation. The town has experience with these types of grants in the past and should be able to help to facilitate the process. Bruce will request a meeting with John Moffitt and Tom Voorhees.

**990 Tax Return: (Bruce Peckham)** The forms are almost ready to submit with the addition of grant figures.

**NEW BUSINESS**

**Review Long Range Plan & Library Vision and Mission Statements:** (Bruce Peckham)

The mission statement discussion was deferred while the staff has a chance to compile input.

Some discussion of the Long Range Plan that included updating relevant facts and removing repetitive information with that is repetitive with the annual report.

It was MOVED, SECONDED, and CARRIED to approve the Mendon Public Library Long Range Plan as amended.

**New Trustee Candidates:** (Laurie Guenther)

Resumes of the three candidates were distributed and the schedule for interviews will be finalized and an email sent.

**No public comment:** None

**Adjourned at 8:05pm**