

Mendon Public Library Board of Trustees Meeting
Mendon Public Library
October 3, 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)

Excused: Cristina Romig

Meeting was called to order at 7:00 p.m. by Bruce Peckham

No public comment.

Town Report (Cynthia Carroll) The town will be voting on the tentative budget on October 17th at their meeting. After the tentative budget is approved it will become the preliminary budget. The town will hold a public hearing on the preliminary budget on Nov. 14. At this meeting they will hear comments from the public and vote on a final 2017 budget.

Approval of Minutes:

It was MOVED, SECONDED, and CARRIED to approve the Mendon Public Library Board of Trustees August 29, 2016 minutes.

President's Report: (Bruce Peckham) Bruce attended two town board meetings which gave an overview of the town's budget plan for 2017 and the library's construction project. The proposed preliminary budget contained monies for new roof for 15 Monroe St., new hot water heater and replacement lights for 22 North Main St. Bruce thought the meeting about construction was favorable.

Treasurer's Report: (Molly Brazak)

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

| M & T Account | Date Ending | Balance |
|--|--------------------|----------------|
| Mendon Public Library – Checking Account | 8/31/16 | \$26,966.29 |
| Eunice Dehmler Frank Fund – Checking Account | 8/31/16 | \$2,655.94 |

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

MOTION to approve check #335, in the amount of \$100.00 to *Sheela Patil* for henna painting at the "Chill Out at the Library" program on September 13th, to be taken from the M and T Summer Reading Grant Account.

MOTION to accept check #1271529 from *County of Monroe* for \$2,655.00 for New York State library aid, to be deposited in the Town of Mendon income account *3840 Library Aid*.

The vouchers were reviewed. Major payments included library materials (books) and electricity. It was decided that a late fee to National Grid should not be paid and that further communication may need to be handled.

It was MOVED, SECONDED, and CARRIED to approve expense vouchers 2016-10-131 through 2016-10-142 in the amount of \$4898.00.

Director's Report: (Laurie Guenther)

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

- The parking lot was sealed over the weekend.
- Other libraries will be reducing or eliminating their hold fees.
- Our furniture was cleaned due to an issue with a patron.
- The Friend's event Books and Boots at the Barn is set for October 15th and all are encouraged to attend.
- We are working on the Rochester Regional Branding grant which will include a community wide survey and focus group for stakeholders.

Melissa Jacobs sent her letter of resignation to Bruce Peckham. Melissa's time on the board and help with the library was appreciated. The board now has a vacancy which needs to be filled.

It was MOVED, SECONDED, and CARRIED to appoint Larry Young to position of Vice President.

It was MOVED, SECONDED, and CARRIED to appoint Craig Moscicki to position of Corresponding Secretary.

OLD BUSINESS

NYS Construction Funds:

The town will now take the organizational lead with the DASNY grant. They have requested forms from the town which will allow direct communication and compensation to the town on the project. Monies for the soft costs still need to be identified.

Compensation Plan:

A plan to adjust the clerk salaries to be in line with other libraries and to elevate the issues created by the rising minimum wage was reviewed. A 5% increase in the salaries for 2016 is to come out of the budget excess with another 5% increase being included in the 2017 budget.

It was MOVED, SECONDED, and CARRIED to increase the pay rate in the senior clerk position as outlined by the compensation plan.

NEW BUSINESS

2017 Budget:

The town preliminary budget contained the total income submitted by the library. There was a decrease in tax income line but an equal transfer into the unexpended fund balance. The tentative budget slightly increases the library's operating fund to \$296,550.

2017 Capital Improvement Plan:

The 2017 Capital Improvement Plan was updated for the 2017 budget.

It was MOVED, SECONDED, and CARRIED to approve the revised MPL Capital Improvement Plan and submit to the Town of Mendon.

New Trustees:

New trustees Craig Moscicki and Ann Marie Gordon were welcomed and sworn in as members of the board.

No public comment

Adjourned at 8:15pm