

**Mendon Public Library Board of Trustees Meeting**  
**Mendon Public Library**  
**December 18, 2017**  
**5:30 p.m.**

**Approved**

**Present:** Molly Ortiz, Anne-Marie Gordon, Craig Moscicki, Bruce Peckham, Cristina Romig, Larry Young

**Others present:** Laurie Guenther (Director), Lisa Reniff (Recording Secretary)

Meeting was called to order at 5:35pm by Molly Ortiz

**Public Comment:** No public comment.

**Construction Progress:** (Bruce Peckham)

The shelving is estimated at \$46K, with Bruce's original estimate of \$47K and a \$5.6K contingency budget. There will not be a final quote until the final construction bid.

Example floor plans and shelving unit were reviewed.

The bid documents will be opened on Friday. The town had a walk-through of the children's area construction site.

**EOY Budget:**

The ongoing need to replace the existing fiction shelving was discussed along with the possibility of using some of the EOY funds toward this goal. A long term project to replace shelving in the fiction area was defined with a gradual replacement over 5 to 6 years dependent on available funds. Physical concerns regarding the stability and safety of the shelves as well as the appearance (some are rusty) are the motivating factors for the replacement of shelving. The Board of Trustees purchased ours from the Wood Library in Canandaigua when they remodeled. We currently have enough funds in the budget from 2017 to purchase one unit. Demco quoted the price for the unit at \$2847.31 The Friends may also help to purchase shelving as their funds allow.

It was MOVED, SECONDED, and CARRIED to approve the purchase of one shelving unit from Demco for \$2,847.31.

**Treasurer's Report:** (Craig Moscicki)

It was MOVED, SECONDED, and CARRIED to approve the Mendon Public Library Financial Report for December 18<sup>th</sup>, 2017.

**Financial Report**  
**Mendon Public Library Board of Trustees**

**Meeting Date: December 18, 2017**

**Final Approved Report: December 18, 2017**

**LIBRARY OPERATING FUNDS**

*Budget Transfers:*

<i>Budget Transfers 12.18.2017</i>		
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Meeting Date: December 18, 2017

Review Date: January 8, 2018

Approved Date: January 8, 2018

			<b>Debit</b>	<b>Credit</b>
<b>FROM:</b>	.220	MCLS Cost Shares	\$ 20.00	
<b>TO:</b>	.230	Hardware		\$ 20.00
<b>FROM:</b>	.455	Custodial Supplies	\$ 500.00	
<b>TO:</b>	.430	Equipment Repair		\$ 500.00
<b>FROM:</b>	.110	Clerks	\$ 1,000.00	
<b>TO:</b>	.430	Equipment Repair		\$ 1,000.00
<b>FROM:</b>	.160	Library Assistant	\$ 500.00	
<b>TO:</b>	.430	Equipment Repair		\$ 500.00
<b>FROM:</b>	9060	Medical/Dental	\$ 1,200.00	
<b>TO:</b>	.430	Equipment Repair		\$ 1,200.00
<b>FROM:</b>	.427	Mileage/Dues	\$ 95.00	
<b>TO:</b>	.445	County Card fee		\$ 95.00
<b>FROM:</b>	.120	Pages	\$ 240.00	
<b>TO:</b>	.473	Window Cleaning		\$ 240.00
		<b>Total</b>	<b>\$ 3,555.00</b>	<b>\$ 3,555.00</b>

**Payment of Claims:**

Voucher 2017-12b-187 through 2017-12b-197 for a total amount of \$6,151.83.

**Acceptance of Deposits:**

<b>Date</b>	<b>Check #</b>	<b>Memo</b>	<b>Amount</b>	<b>Deposit</b>
<b>12/7/2017</b>		<b>Cash Register Deposit 11/30-12/7</b>		<b>\$ 373.05</b>
	Cash		285.55	
	Cash		114.50	
<b>12/14/2017</b>		<b>Cash Register Deposit 12/7-12/14</b>		<b>226.70</b>
	Cash		124.35	
	Cash		61.00	
	Cash		41.35	

**BOARD OF TRUSTEE ACCOUNTS:**

**Account Balances:**

<b>Account</b>	<b>Date</b>	<b>Balance</b>	<b>Reconciled</b>
M&T Checking Account	11/30/2017	\$ 63,382.86	12/15/2017
M&T Eunice Dehmler Frank Fund	11/30/2017	\$ 2,659.26	12/15/2017

It was noted at the most recent Town Board meeting that John Moffitt reported the Friends were unwilling to fund the closing costs on the ban repayment. The Friends asked Laurie to report to the Board of Trustees on

behalf of the Friends group that met on Dec. 13. The Friends did not receive the information they requested from the Supervisor, therefore they were unable to come to a decision regarding the Supervisor's request. The group requested a bill or invoice for their auditors, and although they thought the donated private money could not go towards this cause, perhaps the funding the Friends had made at various booksales could have funded this request.

**Adjourned at 6:10pm**