

Mendon Public Library Board of Trustees Meeting
Mendon Public Library
August 28, 2017
7:00 p.m.

Approved

Present: Molly Ortiz-Brazak, Anne-Marie Gordon, Alicia Cromwell, Craig Moscicki, Bruce Peckham, Cristina Romig

Excused: Larry Young,

Others present: Laurie Guenther (Director),

Meeting was called to order at 7:05 p.m. by Molly Ortiz-Brazak

It was MOVED, SECONDED, and CARRIED to enter into executive session for the purpose of discussing employment of a particular person. Laurie Guenther was invited to attend.

It was MOVED, SECONDED, and CARRIED to exit executive session at 7:41 p.m. No decisions were made during the executive session.

Molly Ortiz-Brazak suggested the Board of Trustee meeting be adjusted so board members and library director can attend the scheduled Town Board meeting on Sept. 11.

The Board discussed the draft 2018 budget. The following were identified as needing clarification:

- When is the 2018 draft budget due to the Town office to be incorporated into the 2018 tentative budget? The library board will vote on the draft 2018 budget at the Sept. 11 meeting.
- Under direction from the Town the following lines should remain flat when drafting the 2018 budget: 741.0190 Bookkeeper, L9010.8 Retirement, L9040.8 Workers Comp, and L9060.8 Medical. Will the final 2018 town of Mendon budget adjust the 2018 draft budget from the library board to include these increases in 2018?
- The Board would like clarification on the 741.0190 line of Bookkeeper. Is this a chargeback from the Town for contracted payroll services? Are benefits paid from this line? Is there another line this could go into to clarify this is a charge-back for contractual services?

The following were identified as priorities/parameters for the 2018 draft budget:

- Payroll increases will be based upon actual figures, taking into account vacant staffing hours in 2017. We will estimate the financial impact of opening ½ hour early Monday – Friday, with 2 library clerks separately.
- The board will to build a sound, fiscally conservative, responsible budget to accommodate the library in 2018. The only new initiative considered will be possible increased hours.
- The board will continue to adhere to NYS Minimum wage requirements for 2018.

A review of the 2017 expenditures took place. The board will review again in October. End of year needs were discussed. The board discussed adding an instructional database for Town of Mendon residents and replacing some stacks, with mobile shelving. The reading area is a small area to begin the project. Replacing stacks would improve sight lines for safety and improve flexibility in library space.

Meeting was adjourned at 9:00 p.m.