

**Mendon Public Library Board of Trustees Meeting**  
**Mendon Public Library**  
**September 11, 2017**  
**6:00 p.m.**

**Approved**

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

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

**Excused:** Larry Young

Meeting was called to order at 6:00 p.m. by Molly Ortiz-Brazak

**Public Comment:** No public comment.

**Town Report:** No town report

**Trustee Communications:** Bruce Peckham reported he has spent the week gathering and providing data for questions asked by the Town Supervisor regarding the NYS Construction and SAMS grants. Most of the questions were financial, providing proof the Board of Trustees have funding for the matching portion of the grant. The Town Supervisor also asked procedural questions regarding the grants.

**Approval of Minutes:**

It was MOVED, SECONDED, and CARRIED to approve the Mendon Public Library Board of Trustees August 21, 2017 minutes as amended.

It was MOVED, SECONDED, and CARRIED to approve the Mendon Public Library Board of Trustees August 28, 2017.

**President's Report:** (Molly Ortiz-Brazak)

The proposed 2018 Library budget containing a 1% increase from last year was reviewed. There was a desire by the board to include a \$3,250 increase to open the library at 9am instead of 9:30am, equaling 5 staff hours. This item was tabled to stay in line with the town's desired goal of 1% tax cap increase and will be re-examined mid-year. A letter to Mr Moffitt and the Town Board was drafted which highlighted the Preliminary Fiscal Year 2018 Budget's fiscal soundness and conservative budget.

It was MOVED, SECONDED, and CARRIED to approve the Mendon Public Library proposed budget for 2018 of \$299,500.

The board meeting was planned to end early to deliver the approved budget to Town Board Meeting scheduled at 7pm.

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

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

<b>From</b>			<b>To</b>		
<b>Account</b>	<b>Number</b>	<b>Amount</b>	<b>Account</b>	<b>Number</b>	<b>Amount</b>
Pages	.120	\$3,000	Adult Books	.400	\$900
			Tapes	.407	\$900
			Equipment Repair	.430	\$800
			Custodial Supplies	.455	\$400
<b>Total</b>		<b>\$3000</b>			<b>\$3000</b>

It was MOVED, SECONDED, and CARRIED to approve expense vouchers 2017-10a-134 through 2017-10a-145 in the amount of \$3,610.72.

It was MOVED, SECONDED, and CARRIED

<b>Date</b>	<b>Check #</b>	<b>Memo</b>	<b>Amount</b>	
<b>07/20/2017</b>		<b>Deposit</b>		<b>\$ 25.00</b>
	581	High 5! Donation - MISDIRECTED	\$ 25.00	
<b>08/24/2017</b>		<b>Deposit</b>		<b>\$ 5.00</b>
	3632	High 5! Donation - MISDIRECTED	\$ 5.00	
<b>Total :</b>				<b>\$ 30.00</b>

It was MOVED, SECONDED, and CARRIED to approve check #359 for \$125.00, made payable to *April McCloud* for the program “Teen Self-Defense Workshop” on August 16, 2017, to be taken from Together NY Humanities Grant account.

It was MOVED, SECONDED, and CARRIED to approve check #360, in the amount of \$30.00 to *The Friends of Mendon Public Library* for misdirected donations, to be taken from the Unrestricted Funds account.

It was MOVED, SECONDED, and CARRIED to approve check #361, in the amount of \$300.00 to *Topher Holt* for the August 17<sup>th</sup>, 2017 performance on SRP Closing Day, to be taken from the M&T Summer Reading Grant account.

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

<b>Account Balances</b>	<b>Date Ending</b>	<b>Balance</b>
Mendon Public Library – M & T Checking Account	8/31/17	\$ 61,032.86
Eunice Dehmler Frank Fund – M & T Savings Account	8/31/17	\$ 2,658.59

**Corresponding Secretary Report:** (Anne-Marie Gordon) Nothing to report.

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

The Director’s Report was distributed for review including a summary of the Summer Reading Program. The high number of events and participation was highlighted.

**OLD BUSINESS & NEW BUSINESS:** Tabled to next meeting.

**Adjourned at 6:50pm**