

Mendon Public Library Board of Trustees Meeting
Monday June 1, 2015
7:00 p.m.

Approved

Board members present: Molly Brazak, Sarah Easton, Peter Dohr, Bruce Peckham, Larry Young

Board members excused: Melissa Jacobs, Becky Stames

Others: Sheldon Boyce (Town Attorney), Cynthia Carroll (Town Liaison), Laurie Guenther (Director), Lisa Reniff (Recording Secretary)

Call to Order: Meeting was called to order at 7:00pm by Bruce Peckham.

Review of By-Laws (Bruce Peckham) Town Attorney, Sheldon Boyce, reviewed the Mendon Public Library's By-Laws and discussed the proposed changes and corrections to the document.

Public Comment: None

Town Report: (Cynthia Carroll) The town is working on the employee policy.

Approval of Minutes:

A MOTION was MADE, SECONDED and CARRIED to approve the Board of Trustees minutes for April 6, 2015 as amended.

A MOTION was MADE, SECONDED and CARRIED to approve the Board of Trustees minutes for May 4, 2015 as amended.

President's Report: (Bruce Peckham) No news to report.

Treasurer's Report: (Larry Young)

A MOTION was MADE, SECONDED and CARRIED to approve for payment of expense vouchers #2015-06-84 through #2015-06-103 in the amount of \$5,388.62.

A MOTION was MADE, SECONDED and CARRIED to approve filing of the IRS 990 extension, new deadline is August 15, 2015.

A MOTION was MADE, SECONDED and CARRIED to approve payment of expense vouchers 2015-05-64 through 2015-05-83 in the aggregate amount of \$10,309.39.

A MOTION was MADE, SECONDED and CARRIED to approve check number 291 in the amount of \$299.98 drawn on the BOT M&T checking account and payable to Staples Credit.

A discussion was held on the proposed change in by-laws to allow approval of vouchers by the BOT President and Treasurer.

Corresponding Secretary: (Molly Brazak) No Business to report.

Director's Report: (Laurie Guenther) The Director's report was distributed and the following highlights were discussed:

- The social media presence of the library has increased. The library now has an Instagram and Twitter accounts and our Facebook page has increased to 454 follows thanks to the work of a couple of our college aged clerks.

- It was notice a drop in the number of patrons entering the library. It was suspected that this may be due to a faulty door counter.
- A few more toys were added to Noah's Corner.

New Business:

Farash Grant Proposal (Laurie Guenther): The history of the Farash grant was reviewed and a proposal for its use distributed. It is proposed the library us this grant to substantially upgrade the internet capabilities with the associated equipment and software filters, create a multifunctional video conferencing space as well as wireless printing . It was discussed that this may with the inclusion of e-rate supported internet increase the yearly budget by a few hundred dollars. The proposal is in excess of the ten thousand dollar Farash grant. It was proposed that the remainder be used from the remaining monies from the May K. Houck Fund for library enhancements.

A MOTION was MADE, SECONDED and CARRIED to approve Farash grant money as proposed by the director in option 2 for the agreed amount of \$12,985.

Strategic Plan Review (Bruce Peckham): The board reviewed the MPL Long Range Plan. It was decided to revise the date range from 2014-18 to 2014-2019.

A MOTION was MADE, SECONDED and CARRIED to amend the date of the long range plan and wording to read 2014-2019.

Review of Library Policies (Bruce Peckham):

A MOTION was MADE, SECONDED and CARRIED to reaffirm and reapprove the MPL Study Room Policy.

A MOTION was MADE, SECONDED and CARRIED to reaffirm and reapprove the MPL Parking Lot Policy.

A MOTION was MADE, SECONDED and CARRIED to reaffirm and reapprove the MPL Public Display and Posting Policy.

A MOTION was MADE, SECONDED and CARRIED to reaffirm and reapprove the MPL Food and Beverage Policy.

July Meeting (Bruce Peckham):

A MOTION was MADE, SECONDED and CARRIED to change the MPL BOT meeting from July 6 2015 to June 29, 2015 at 7:00pm.

The July meeting agenda was reviewed which included looking at the budget for 2015 and 2016.

Public Comment: None

Adjournment: The meeting was adjourned at 8:00pm.
Respectfully submitted by Lisa Reniff