



Red Jacket Community Library

MINUTES

7 SEPTEMBER 2010

BOARD OF TRUSTEES REGULAR MEETING

7:00 PM

ROLL CALL (PRESENT; ABSENT)

JANINE BOOR

NICOLE COYNE, PRESIDENT

MARLENE DEGLOMA

ANN GULICK

MARILYN HUDSON

BRIDGET MCNABB MILLIMAN

ROXIE MERITHEW

CAROLE MINK, VICE-PRESIDENT

RANDALL OTT, SECRETARY

ARLENE REEVES, TREASURER

SALLY SCHAERTL

OTHERS PRESENT:

ANDREA TILLINGHAST-THOMPSON, DIRECTOR

THE MEETING WAS CALLED TO ORDER BY PRESIDENT N. COYNE AT 7:00 PM.

APPROVAL OF MINUTES

DRAFT MINUTES FROM THE LAST MEETING WERE PRESENTED BY R. OTT.

RESOLVED, THAT THE MINUTES OF THE 6 JULY 2010 BOARD OF TRUSTEES REGULAR MEETING ARE APPROVED AS PRESENTED, ON MOTION BY A. REEVES AND SECOND BY S. SCHAERTL.

FINANCIAL REPORT

FINANCIAL REPORTS FOR JULY 2010 AND NEW YEAR END REPORTS FOR JULY 2009 THROUGH JUNE 2010 WERE PRESENTED BY A. REEVES.

RESOLVED, THAT FINANCIAL STATEMENTS OF JULY 2010 AND FOR 2009 – 2010 ARE RECEIVED AND SUBJECT TO AUDIT, ON MOTION BY A. GULICK AND SECOND BY M. HUDSON.

LIBRARY DIRECTOR'S REPORT

THE DIRECTOR'S REPORT DATED SEPTEMBER 7, 2010 WAS PRESENTED BY A. TILLINGHAST AND INCLUDED THE PREVIOUS TWO MONTHS OF ACTIVITIES.

- SUMMER READING PROGRAMS HAD NICE REPRESENTATION FROM ALL AGE GROUPS.
- THE LIBRARY HAD RECORD CIRCULATION IN JULY 2010.
- EVERGREEN IS EXPECTED TO REPLACE SIRCI IN OWWL AND GO LIVE 7 OCTOBER 2010; PATRONS WILL NEED NEW CARDS AND NUMBERS.
- FURNITURE PIECES AND CASTORS ARE STILL NOT HERE; THE MOST RECENT PROMISE OF DELIVERY IS IN EARLY OCTOBER.
- THE BOOK DROP BECOMES FULL ON LONG WEEKENDS, LIKE LABOR DAY. THIS IS A DIFFICULT AREA TO MANAGE AND CAUSES FRUSTRATION FOR PATRONS. IT WAS RECOMMENDED THAT PRICES FOR A NEW OR AN ADDITIONAL BOOK DROP BE CONSIDERED AT THE NEXT MEETING.
- PLS HAS A NEW EXECUTIVE DIRECTOR. THE ANNUAL DINNER WILL BE AT STEAMBOAT LANDING IN CANANDAIGUA ON 13 OCTOBER 2010.

COMMITTEE REPORTS

PERSONNEL: M. DEGLOMA RAISED DISCUSSION ON BEREAVEMENT LEAVE FOR EXTENDED FAMILY MEMBERS.

POLICY: M. HUDSON PRESENTED A NEW INDEX PAGE TO THE POLICY MANUAL. THE PLS SECRETARY IS ASKING FOR A DISASTER POLICY FROM EACH LIBRARY. R. OTT WILL VIEW THE SCHOOL'S DISASTER POLICY AND SEE IF ANY PORTIONS MAY BE APPLICABLE FOR THE LIBRARY.

BUDGET: A. REEVES IS SEEKING BUDGET PREPARATION HELP FROM THOSE INTERESTED.

FACILITIES: S. SCHAERTL INDICATED THAT STORAGE ISSUES OF SCHOOL EQUIPMENT IN THE LIBRARY REMAIN UNRESOLVED AFTER ADDITIONAL CONTACT WITH TIM BENJAMIN, SCHOOL BUILDING AND GROUNDS. A. TILLINGHAST RAISED CONCERN FOR THE FUTURE OF THE RAITN ROOM AS THERE HAVE BEEN SOME CHANGES BY THE SCHOOL, BUT NO COMMUNICATION; THE LIBRARY OFTEN USES THIS SPACE FOR PRESENTATIONS. R. OTT WILL SET UP ANOTHER MEETING OF THE JOINT SUBCOMMITTEE AFTER CONTACTING THE NEW SCHOOL BOARD PRESIDENT, SHAWN POLLOCK.

LONG RANGE PLAN: N. COYNE WILL CALL A COMMITTEE MEETING REGARDING DISCUSSIONS ON STAFFING RECOMMENDATIONS CONTAINED IN THE PLAN.

AUDIT: J. BOOR IS THE NEW AUDIT COMMITTEE CHAIRPERSON. THE ANNUAL FINANCIAL REVIEW (AUDIT) WAS HELD ON 1 SEPTEMBER 2010 BY JACK KOSMICKI.

ADJOURNMENT

RESOLVED, THAT THE MEETING ADJOURN AT 8:07 PM, ON MOTION BY A. REEVES AND SECOND BY A. GULICK.

RESPECTFULLY SUBMITTED,

X

Randall Ott
Secretary
