



Red Jacket Community Library

MINUTES

4 JANUARY 2011

BOARD OF TRUSTEES REGULAR MEETING

7:00 PM

ROLL CALL (PRESENT; ABSENT)

- | | |
|---|---|
| <input checked="" type="checkbox"/> JANINE BOOR | <input checked="" type="checkbox"/> CAROLE MINK, VICE-PRESIDENT |
| <input checked="" type="checkbox"/> NICOLE COYNE, PRESIDENT | <input checked="" type="checkbox"/> RANDALL OTT, SECRETARY |
| <input checked="" type="checkbox"/> MARLENE DEGLOMA | <input checked="" type="checkbox"/> ARLENE REEVES, TREASURER |
| <input checked="" type="checkbox"/> ANN GULICK | <input type="checkbox"/> SALLY SCHAERTL |
| <input checked="" type="checkbox"/> MARILYN HUDSON | |
| <input checked="" type="checkbox"/> BRIDGET MCNABB MILLIMAN | OTHERS PRESENT: |
| <input checked="" type="checkbox"/> ROXIE MERITHEW | <input checked="" type="checkbox"/> ANDREA TILLINGHAST-THOMPSON, DIRECTOR |

THE MEETING WAS CALLED TO ORDER BY PRESIDENT N. COYNE AT 7:04 PM.

APPROVAL OF MINUTES

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

RESOLVED, THAT THE MINUTES OF THE 7 DECEMBER 2010 BOARD OF TRUSTEES REGULAR MEETING ARE APPROVED AS PRESENTED, ON MOTION BY M. HUDSON AND SECOND BY C. MINK.

FINANCIAL REPORT

FINANCIAL REPORTS FROM NOVEMBER AND DECEMBER WERE PRESENTED BY A. REEVES.

RESOLVED, THAT FINANCIAL STATEMENTS OF 30 NOVEMBER 2010 AND 31 DECEMBER 2010 ARE RECEIVED AND SUBJECT TO AUDIT, ON MOTION BY A. GULICK AND SECOND BY C. MINK.

LIBRARY DIRECTOR'S REPORT

THE DIRECTOR'S REPORT DATED 4 JANUARY 2010 WAS PRESENTED BY A. TILLINGHAST. THE TORN FURNITURE IS READY TO BE RETURNED FOR REUPHOLSTERING. PAPERWORK REGARDING THE TERMINATION OF CHRIS INGALLS HAS BEEN SUBMITTED TO UNEMPLOYMENT INSURANCE.

COMMITTEE REPORTS

POLICY: M. HUDSON DISTRIBUTED AN UPDATED INDEX TO THE POLICY MANUAL AND THE APPROVED COPY OF POLICY 400-13 (DISASTER PLAN).

FINANCE: A. REEVES PRESENTED THE WORK OF THE BUDGET COMMITTEE. MINOR CHANGES WERE DISCUSSED AND ADDED. THE 2011-2012 BUDGET IS PROPOSED AT \$160,300. INCREASES IN NYS RETIREMENT CONTRIBUTIONS AND ADDED SALARY AND BENEFITS FOR A NEW 1.0 FTE ARE THE PRIMARY REASONS FOR THE BUDGET INCREASE.

RESOLVED, THAT THE BOARD OF TRUSTEES ADOPT THE PROPOSED 2011-2012 BUDGET WITH EXPENDITURES OF \$160,300 INCLUDING A TAX LEVY OF \$155,000 ON MOTION BY C. MINK AND SECOND BY J. BOOR.

UNFINISHED BUSINESS

IT WAS DISCUSSED THAT A. TILLINGHAST CONTACT ONTARIO COUNTY CIVIL SERVICE AND PLS TO ESTABLISH AN APPROPRIATE TIME TABLE TO BEGIN THE HIRING PROCESS OF A LIBRARY ASSISTANT.

R. MERITHEW INQUIRED AS TO THE STATUS OF THE RAITN ROOM SINCE TABLES WERE REMOVED THIS PAST SUMMER. A. TILLINGHAST REPORTED THAT THE TABLES WERE RETURNED, SAFETY CONCERNS WITH METAL PLATES IN THE FLOOR ARE RESOLVED, AND THE ROOM IS IN USE. J. BOOR INQUIRED ABOUT THE 2ND CONFERENCE ROOM. USE OF IT IS ONLY A PROBLEM DURING THE SUMMER.

ADJOURNMENT

RESOLVED, THAT THE MEETING ADJOURN AT 7:45 PM, ON MOTION BY C. MINK AND SECOND BY M. HUDSON.

THE NEXT REGULAR MEETING WILL BE 8 MARCH 2011.

RESPECTFULLY SUBMITTED,

X

Randall Ott
Secretary
