



Red Jacket Community Library

MINUTES

3 JANUARY 2012

BOARD OF TRUSTEES REGULAR MEETING

7:00 PM

ROLL CALL (PRESENT; ABSENT)

- JANINE BOOR, TREASURER
- NICOLE COYNE, PRESIDENT
- MARLENE DEGLOMA
- ANN GULICK
- BRIDGET MCNABB MILLIMAN
- ROXIE MERITHEW
- CAROLE MINK, VICE-PRESIDENT

- RANDALL OTT, SECRETARY
- ARLENE REEVES
- SALLY SCHAERTL
- CHELLIE VANAKEN

OTHERS PRESENT:

- ANDREA TILLINGHAST-THOMPSON, DIRECTOR

THE MEETING WAS CALLED TO ORDER BY PRESIDENT N. COYNE AT 7:05 PM.

APPROVAL OF MINUTES

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

RESOLVED, THAT THE MINUTES OF THE 6 DECEMBER 2011 REGULAR MEETING ARE APPROVED AS PRESENTED, ON MOTION BY C. MINK AND SECOND BY B. MILLIMAN.

FINANCIAL REPORT

THERE IS NO TREASURER'S REPORT.

A. GULICK HAS MADE CONTACT WITH AN INDIVIDUAL WITH SOME INTEREST IN CONSIDERING THE RESPONSIBILITIES OF LIBRARY TREASURER. WE NEED TO DECIDE BEFORE THE BUDGET IS FINALIZED WHAT THE FINANCIAL IMPACT WILL BE OF CONTRACTING WITH A TREASURER. A VOLUNTEER VERSUS PAID TREASURER POSITION WAS DISCUSSED.

A. TILLINGHAST WILL CONTACT ONTARIO COUNTY CIVIL SERVICE AS WELL AS OTHER SCHOOL DISTRICT PUBLIC LIBRARIES TO GATHER MORE INFORMATION.

THE AUDIT COMMITTEE WILL NEED TO MEET TO BEGIN DISCUSSING CHANGES TO OUR ACCOUNTING PROCEDURES AND DEFINE THE ROLE OF THE TREASURER.

LIBRARY DIRECTOR'S REPORT

THE DIRECTOR'S REPORT DATED JANUARY 3, 2012 WAS PRESENTED BY A. TILLINGHAST.

- TO HANDLE THE HIGH INTEREST IN AFTER SCHOOL MOVIES FOR ELEMENTARY SCHOOL-AGE CHILDREN, THE PROGRAM WILL BE SPLIT INTO TWO DIFFERENT AGE GROUPS PER WEEK WHICH WILL ALSO FACILITATE SELECTION OF AGE APPROPRIATE MOVIES.
- CALL OF DUTY XBOX TOURNAMENTS ARE SCHEDULED TWICE A MONTH AND ARE A BIG HIT WITH THE TEENS.
- THE CHRISTMAS WISH TREE RESULTED IN 17 BOOKS DONATED FOR \$236, WHICH IS THE LIBRARY PRICE.
- LIBRARY ASSISTANT LIZ KING HAS BEEN IN SERVICE FOR 6 MONTHS. THE PERSONNEL COMMITTEE WILL NEED TO COMPLETE HER FIRST EVALUATION SOON.
- A. TILLINGHAST HAS THE RECEIPT VERIFYING THE FACT THAT ALL OATHS OF OFFICE FOR MEMBERS OF THE BOARD OF TRUSTEE ARE ON FILE WITH THE COUNTY CLERK. IT WAS PREVIOUSLY FOUND THAT SOME OATHS OF OFFICE WERE MISSING, EVEN THOUGH THEY HAD BEEN FILED CORRECTLY.

COMMITTEE REPORTS

POLICY: R. MERITHEW DISTRIBUTED COPIES OF POLICY 400-7, CIRCULATION AND USE OF LIBRARY MATERIAL, UPDATED WITH CHANGES APPROVED AT THE DECEMBER MEETING REGARDING OVERDUE FINES.

R. MERITHEW ALSO DISTRIBUTED A DRAFT OF CHANGES TO POLICY 300-1, GENERAL PERSONNEL POLICY. CHANGES TO SECTION E.7, CONFERENCES, WERE PRESENTED. CHANGES TO F.3, PROBATION PERIOD, WERE ALSO DISCUSSED TO DELETE "6 MONTH" FROM THE LANGUAGE.

RESOLVED, TO AMEND POLICY 300-1 WITH THE PROPOSED CHANGES, IS APPROVED, ON MOTION BY C. MINK AND SECOND BY A. REEVES.

FACILITIES: HANDICAP PARKING SIGNS WERE DISCUSSED FOR THE FRONT OF THE LIBRARY. THE FACILITIES COMMITTEE WILL PRESENT WORDING FOR SIGNAGE TO THE SCHOOL SUPERINTENDENT. IT IS RECOMMENDED THAT ONE SET OF SIGNS READS, IN RED LETTERING ON A WHITE BACKGROUND, " NO PARKING DURING SCHOOL HOURS." THE OTHER SET OF SIGNS WOULD BE THE BLUE AND WHITE HANDICAP PARKING SIGN COMPLIANT WITH THE AMERICANS WITH DISABILITIES ACT. IT IS UNDERSTOOD THAT MR. LEIBY NEEDS TO APPROVE THE SIGNS BEFORE THEY ARE PURCHASED BY THE LIBRARY AND THAT HE MAY INSIST ON ALTERNATIVE WORDING. HE ALSO WANTS THEM MOUNTED ON POSTS SO IT NEEDS TO BE DETERMINED IF THE LIBRARY IS RESPONSIBLE FOR PURCHASING SIGN POSTS.

NEW BUSINESS

WHEREAS, THE ADOPTION OF THE 2012-2013 BUDGET FOR THE RED JACKET COMMUNITY LIBRARY MAY REQUIRE A TAX LEVY INCREASE THAT EXCEEDS THE TAX CAP IMPOSED BY STATE LAW AS OUTLINED IN GENERAL MUNICIPAL LAW SECTION 3-C ADOPTED IN 2011; AND

WHEREAS, GENERAL MUNICIPAL LAW SECTION 3-C EXPRESSLY PERMITS THE LIBRARY BOARD TO OVERRIDE THE TAX LEVY LIMIT BY A RESOLUTION APPROVED BY A VOTE OF SIXTY PERCENT OF QUALIFIED BOARD MEMBERS; NOW THEREFORE BE IT

RESOLVED, THAT THE BOARD OF TRUSTEES OF THE RED JACKET COMMUNITY LIBRARY VOTE TO EXCEED THE TAX LEVY LIMIT FOR 2012-2013 ON A MOTION BY A. REEVES AND SECOND BY C. MINK WITH AN INCIDENTAL MOTION FOR A ROLL CALL VOTE BY R. OTT AND SECOND BY C. MINK.

THE MAIN MOTION IS CARRIED, J. BOOR – ABSENT, M. DEGLOMA – ABSENT, A. GULICK – YES, B. MCNABB MILLIMAN – YES, R. MERITHEW – YES, C. MINK – YES, R. OTT – YES, A. REEVES – YES, S. SCHAERTL – YES, C. VANAKEN – ABSENT, N. COYNE, YES.

ADJOURNMENT

RESOLVED, THAT THE MEETING ADJOURN AT 8:25 PM, HAS NO OBJECTION AFTER MOTION BY A. REEVES AND SECOND BY A. GULICK.

RESPECTFULLY SUBMITTED,

X

Randall Ott
Secretary
