

Board of Trustees  
Monroe Free Library  
**Amended Minutes of Special Meeting**  
June 9<sup>th</sup>, 2016

**Officers:**

Kathy Demos - President  
Paulette Browne – Vice President  
Hormoz Nozari - Treasurer  
Sandra Keltai - Recording Secretary  
Barbara Zerner- Corresponding Secretary

**Trustees:**

Patricia Shanley  
Denise Harris

**Also present:**

M. McIntosh - Director  
M. Duffy – Assistant Director  
M. Arias – Bookkeeper  
Other MFL Staff and members of the public/prospective Trustees

**Pledge of Allegiance**

- 1) Attendance
- 2) Call to Order: 8:30PM
- 3) Introduction about Agenda from Board President
- 4) Report on March 3, 2016 Meeting and Conference Call Held at RCLS Headquarters (Notes on this meeting from RCLS Executive Director Robert Hubsher distributed)
- 5) Three Action Steps to be taken following said Meeting:
  - a) Ratifying Prior Board Decisions Taken Since November, 2015 Board Meeting:

**A. Three motions made on November 19, 2015:**

**A-1 MOTION** to ratify the snow removal proposal from Anthony's Home Improvement for snowfall of more than 2" at \$175/visit.  
**UNANIMOUSLY RATIFIED**

**A-2 MOTION** to restate the Board's decision to pay \$55 for Holiday Book Bin retrieval. **UNANIMOUSLY RATIFIED**

**A-3 MOTION** to apply \$250,000 from the 2015 Construction Grant to partially pay back construction costs by withdrawing from Greater Hudson money market on or before February 29, 2016. **DEFEATED**  
**In Favor:** K. Demos, B. Zerner, H. Nozari, P. Browne, D. Harris and S. Keltai  
**Opposed:** P. Shanley

**B. MOTION** made on December 14, 2015, to accept the November 19, 2015 Minutes. **UNANIMOUSLY RATIFIED**

**C)** All motions made on January 11, 2016.

**C-1 MOTION** made to approve the December 2015 minutes as corrected.  
**UNANIMOUSLY RATIFIED**

**C-2 MOTION** made to pay the monthly, recurring attorney bill. **DEFEATED**  
**In Favor:** K. Demos, B. Zerner, H. Nozari, D. Harris and S. Keltai  
**Opposed:** P. Shanley

**C-3 MOTION** made to approve CBA with CWA along with first side agreement. **UNANIMOUSLY RATIFIED**

**C-4 MOTION** made to approve CWA second side agreement regarding holiday accruals. **UNANIMOUSLY RATIFIED**

**C-5 MOTION** made to specify that the employer contributions toward health insurance premiums to New York Health Pass will be increased to \$751.40/month as per the terms of the CBA. **UNANIMOUSLY RATIFIED**

**C-6 MOTION** made to reconsider leaving Berard & Associates and to continue to work with them if Berard personally works with MFL.  
**UNANIMOUSLY RATIFIED**

**C-7** Tax cap vote under GML 3-C. (Note: This requires 8 votes, or at least 60% of 12 members). Unable to vote to ratify this motion as Board presently only has 7 Trustees.

**C-8 MOTION** made to transfer \$60,000 from Money Market Account 540 at Greater Hudson Bank to Operating account, and in addition to cover exclusively payroll expenses for transfers of \$35,000 every 2 weeks from operating account to our dedicated payroll account #5412 at Trustco Bank.  
**UNANIMOUSLY RATIFIED**

**C-9 MOTION** made for the installation of fire extinguishers in M. Duffy's and Tech Service offices. **UNANIMOUSLY RATIFIED**

**D.** Motions made at the February 16, 2016 Steering Committee Meeting.

**D-1 MOTION** made to approve the Minutes of the January 11, 2016 Board meeting was unanimously passed. **UNANIMOUSLY RATIFIED**

**D-2 MOTION** made to approve MFL's Annual Report, subject to audit, was unanimously passed. **UNANIMOUSLY RATIFIED**

**D-3 MOTION** made to approve RCLS's Access Plan was unanimously passed. **UNANIMOUSLY RATIFIED**

**D-4 MOTION** to approve January, 2016's historical Cash Budget and Net Worth Reports, subject to audit, was unanimously passed.  
**UNANIMOUSLY RATIFIED**

**D-5 MOTION** to ratify the consensuses of the Executive Committee was unanimously passed:

a) To sign a contract with Auditor Donalee Berard for 2015.

**UNANIMOUSLY RATIFIED**

b) To sign original contract with Attorney Laura Wong-Pan for 2016 at reduced hourly rate of \$175 instead of regular hourly rate of \$200.

**DEFEATED**

**In Favor:** K. Demos, B. Zerner, H. Nozari, P. Browne, D. Harris and S. Keltai

**Opposed:** P. Shanley

c) To pay 'pre-Union Contract' contribution rates for health insurance premiums for the month of February notwithstanding the Contract's effective date of 1/1/15. **UNANIMOUSLY RATIFIED**

d) To require persons desiring to speak during Public Comment sections of MFL Board meetings to outlining their discussion topics 24 hours in advance of the meeting via email to the Board's Secretary.

**DEFEATED**

**In Favor:** K. Demos, B. Zerner, H. Nozari, D. Harris and S. Keltai

**Opposed:** P. Browne and P. Shanley

e) To ask the Directors to submit their 2016 Vacation Calendars Chart as soon as possible, with monthly updates.

**UNANIMOUSLY RATIFIED**

f) To ask the Directors to submit an updated 'Donations to MFL' chart.

**UNANIMOUSLY RATIFIED**

g) To implement retroactive provisions in the Union Contract for bonuses, raises and salary 'bumps', incrementally.

**UNANIMOUSLY RATIFIED**

h) To provide a key fob for M. Arias. **UNANIMOUSLY RATIFIED**

i) To apply the ten percent balance of the 2015 RCLS Construction Grant toward payment of construction costs. **UNANIMOUSLY RATIFIED**

j) To have the Treasurer begin reviewing 2016 Budget (adopted 2015) with a view toward making modification necessitated by approval of union contract. **UNANIMOUSLY RATIFIED**

k) To approve all 'double signature' transactions listed in the financial reports for January. **UNANIMOUSLY RATIFIED**

**E. MOTION** to rescind a 12/14/15 Board vote to change ARTICLE VII, Section 5, QUORUM, of MFL By Laws so as to revert to quorum # of 7. **UNANIMOUS**

**5) Three Action Steps to be taken following said Meeting**

**b) Confirming Dates for Next Regular Board Meetings:**

June Board Meeting – Wednesday, June 29, 2016 at 8:00PM

July Board Meeting – Monday, July 11, 2016 at 8:00PM

**c) Amending By-Laws:** Sections Pertaining to Name & Origin, Trustees and Quorum: ARTICLE I, ARTICLE III (Sections 1, 2, 5 and 6), and ARTICLE VII (Section 5). K. Demos asked the Trustees to send her suggestions for changes to ARTICLES III (Sections 1, 2, 5 and 6) and Article VII (Section 5) of the By Laws prior to the next regular Board meeting so that all Trustees' thoughts and ideas could be explored.

**MOTION** made at 9:30PM by B. Zerner and seconded by K. Demos to go into Executive Session. **UNANIMOUS**

**MOTION** made by K. Demos and seconded by P. Shanley to approve M. McIntosh's plan to replace I. Murphy. **DEFEATED**

**In Favor:** P. Shanley

**Opposed:** K. Demos, B. Zerner, H. Nozari, P. Browne, D. Harris and S. Keltai

**MOTION** made by P. Shanley and seconded by H. Nozari to hire a creative IT/PR person up to a maximum of \$25 an hour for a 35 hour work week. **UNANIMOUS**

**MOTION** made at 10:05PM by B. Zerner and seconded by S. Keltai to close Executive Session and adjourn. **UNANIMOUS**

Respectfully Submitted  
Sandra Keltai

**Next Board Meeting: Wednesday, June 29, 2016 at 8:00**