

Board of Trustees  
**Monroe Free Library**  
**Minutes of Monthly Meeting**  
**August 8, 2016**

**PRESENT**

**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

**1) Pledge of Allegiance**

**Attendance**

**Call to Order:** 8:08PM

**Sign –up sheet for Public Comment**

**2) Disposition of Minutes of 6/29/16 Special Meeting – MOTION** made by B. Zerner and seconded by D. Harris to accept the minutes of the June 29, 2016 Board Meeting. **UNANIMOUS**

**3) Public Comment** (Following Printed Protocol)

**4) Director’s Reports:** The Director highlighted her written reports for July and August, Financial Assets Charts for June and July, and read correspondence.

**5) Bookkeeper’s Report:** Historical and Snapshot Net Worth, Cash Budget and Cost of Doing Business Reports for June and July.

**MOTION** made by K. Demos and seconded by B. Zerner to accept the Historical Net Worth and Cash Budget Reports, subject to audit, for the months of June and July. **UNANIMOUS**

**6) Treasurer’s Finance Committee Report:** H. Nozari distributed copies of the proposed, 12 page, 2017 Working Budget and asked to schedule a joint meeting of the Library Operating, Audit and Finance Committees after the 2015 Audit has been completed and after the 2016 Current Budget has been adjusted.

## 7) COMMITTEE REPORTS:

### A) Executive:

**MOTION** made by K. Demos and seconded by S. Keltai to ratify the EC's consensus to move \$110,000 Annual Building Fund line item from Greater Hudson to Hometown Bank immediately to take advantage of promotional interest rate of .75% at Hometown Bank money market for a higher interest rate per auditor's recommendation. **UNANIMOUS**

**MOTION** made by K. Demos and seconded by P. Browne to ratify the EC's consensus to close the Capital checking account and move to new Hometown account bearing higher interest rate. **UNANIMOUS**

**MOTION** made by P. Browne and seconded by D. Harris to ratify the EC's consensus for payments/transfers in excess of \$2500 as listed in June and July Historical Reports. **UNANIMOUS**

### Correspondence:

M. McIntosh sent a letter dated 7/28/16 to the board rescinding her 2015 letter of retirement.

Various communications from DLD regarding conference call / meeting with RCLS Friday, August 12, 2016 at 2:00.

K. Demos's email to Joann/Donalee dated July 31, 2016 was read, as were letters from library's lawyers, former auditor, and a concerned patron.

IRS extension for filing 2015 tax returns.

**B) Building and Grounds:** Covered by the Executive Director

**C) Audit:** B. Zerner began to read her report but was repeatedly interrupted before she completed her report.

**D) Fundraising and Grants:** K. Demos noted that only 153 letters were sent out to the public for the Annual Fund Drive.

**E) Library Operating:** B. Zerner reported on two recent meetings regarding review of library policies. At the next meeting M. McIntosh will distribute 3 revised policies to be voted on in September.

Evaluation forms were handed out to the board now that the Executive Director has rescinded her retirement notice.

**F) Long Range Planning:** H. Nozari read his variance request letter. M. McIntosh's variance request was also read aloud.

**MOTION** made by D. Harris and seconded by P. Shanley to accept

variance requests with corrections. **UNANIMOUS**

**G) Public Relations:** Covered by the Executive Director

**H) By-Laws:** K. Demos reviewed the history of 3/3/16 DLD/RCLS meeting's requirements/suggestions. Discussion on manner of voting, e.g.s., paper ballots, show of hands.

**MOTION** made by K. Demos and seconded by B. Zerner to change By-Law Article I (Name and Origin). **UNANIMOUS**

**MOTION** made by K. Demos and seconded by H. Nozari to change By-Law Article III, Section 6 (Removal of Trustees). **UNANIMOUS**

**MOTION** made by K. Demos and seconded by H. Nozari to change By-Law Article III, Section I: change the number of Trustees on the full board from 12 to 9. **DEFEATED**

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

**Opposed:** P. Shanley

In light of this defeat, it is moot to vote on change to the quorum number.

**MOTION** made by K. Demos and seconded by S. Keltai to change By-Law Article III, Section 2; newly defined Associate trustees applicable to persons not living in the Town of Monroe or under 18 years of age.

**DEFEATED**

**In favor:** K. Demos, S. Keltai, P. Shanley and D. Harris

**Opposed:** H. Nozari, B. Zerner and P. Browne

**MOTION** made by K. Demos and seconded by H. Nozari to change By-Law Article III, Section 5; filling Trustee vacancies. **DEFEATED**

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

**Opposed:** P. Browne

**I) Nominating:** P. Browne updated the list of prospective Trustees, those still interested in the position and those who have withdrawn their names.

A revote was required on nominating E. Walsh as an Associate Trustee as she did not get 7 votes in the first election. A second vote did not generate 7 votes needed for her to become an Associate Trustee.

H. Aaron, a prospective Trustee, was voted in unanimously to

become an Associate Trustee, but he was unsure if he would accept the nomination.

**8) Old Business:** B. Zerner spoke about the fruit/vegetable coop that Walden Library is involved with and about Crystal Run's Healthcare that will be raising their premiums.

**9) New Business:** P. Shanley recognized the Times Herald Record's article about M. Quarles program for children with special needs.

**10) Good and Welfare:** No report

**11) Open Floor Discussion:** B. Zerner asked that at the September 12, 2016 Board meeting any business that would need a quorum be done before 9:30 as she has to leave the meeting at that time.

B. Zerner also noted that she would be going in for surgery and would not be able to attend the October and possibly November Board meetings.

**12) Adjournment: MOTION** made at 10:50 by K. Demos and seconded by S. Keltai to adjourn the meeting. **UNANIMOUS**

Respectfully Submitted

Sandra Keltai

**Next Board Meeting:**

**September 12<sup>th</sup>, 2016 at 8:00**