

Board of Trustees
Monroe Free Library
Minutes of Monthly Meeting- Annual Meeting
April 17, 2017

(These minutes begin after the Trustee Vote)

Present:

Patricia Shanley-President
Charles LeViseur-Vice President
Casey Auerbach-Treasurer
Ann Marie Buckley- Recording Secretary
Diane LeViseur-Corresponding Secretary

Trustees:

Barbara Zerner
Denise Harris
Hormoz Nozari
Elizabeth Walsh (via Skype)
Theresa Schommer
Jack Adkins
Donna Deming

Also present:

Robert Hubsher- Executive Director RCLS
Marilyn McIntosh- Executive Director
Legal- Laura Wong-Pan
Members of Monroe Free Library Staff
Members of the Public

- 1) Annual Summary Report was read by B. Zerner focusing on the Library Operating Committee and the Audit Committee.
- 2) The Financial Committee Annual Summary was read by H. Nozari.
- 3) Suggestion by R. Hubsher that Recording Secretary add the Motions to the end of the minutes for easy reference at year end.
- 4) 3 Reports-Grants, Annual Fund Drive, and Public Relations summaries not completed.
- 5) Executive Committee Summary was read by K. Demos.

Motion by C. LeViseur to adjourn Annual Meeting at 9:50pm, 2nd by D.Harris

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E. Walsh via Skype leaves meeting due to time difference between NY and Scotland.

Call to Order for April Meeting at 9:55pm

Legal, Laura Wong-Pan, asked for Resolution of Overpayment

C. LeViseur made a Motion to go into Executive Session to discuss Union and Financial Matter pertaining to Personnel. 2nd by C. Auerbach.

H. Nozari made a Motion to have K. Demos remain in Session to discuss historical information. B. Zerner 2nd. Request was denied by the majority.

P. Shanley made a Motion to have Robert Hubsher remain in the Executive Session. 2nd C. LeViseur. Request was approved by the majority.

Proposal by Legal to correct clerical 2016 Payroll deductions to 3 MFL employees (hereby referred to Employee #1, Employee #2, and Employee #3). Noted that the Union was in favor of the Legal proposal.

C. LeViseur Motion to ask M. McIntosh to join the Session to discuss 3 employee salary ratifications. Tabled until May meeting.

Motion by C. LeViseur to call to close Executive Session 10:23pm, 2nd D. Harris.

April Meeting re-opened 10:24pm

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Motion made by D. Harris, 2nd T. Schommer, to accept Minutes from November 14, 2016 meeting. Unanimous approval.

- 6) M. McIntosh read the Executive Director Report highlighting the Active Shooter Training Workshop at MFL; Parking issues; Reel Talk Etc., 2 new MFL hires- Lynn Pace, Part Time Circulation Desk and Bill Besold, P/T Reference Clerk; \$500 Grant from the Greater Hudson Bank for Autistic Children project; Kudos to Alex and Joy for creating (in-house) On-Line Program Registration going live May 2017; Patron suggestion to provide a parking pass for Library program attendees; Larkin Grant of \$50k for adult and childrens circulations desk (from renovation)- R. Hubsher suggestion to have a ribbon cutting with Sen. Larkin and perhaps have the children write "thank you" notes; Annual Report submitted by RCLS with 3/1/17 date.
- 7) Before the budget can be put out for a public vote there is a need to override the Tax Cap.

Motion made by C. LeViseur, 2nd by C. Auerbach for the following Assurance "*The Library operated under its plan of service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that the 2016 Annual Report was reviewed and accepted by the Board.*" 10 Members voted to Accept, Objection by H. Nozari.

Motion made by B. Zerner, 2nd D. Harris, to accept proposal made in Executive Session to correct Payroll deductions. Employee #1 will be reimbursed \$326.13, Employees #2 and #3 will not repay Clerical error.
Unanimous approval vote.

- 8) H. Nozari read the Treasurer's Report. Reiterated section #1, #2, and #3.
Expressed a need for new signing authority. H. Nozari signed the Health Insurance check.

Motion by T. Schommer, 2nd by D. Deming to table Financial approvals until May 2017 meeting. Unanimous approval.

9) K. Demos discussion of Steering Committees and Ad Hoc Committees for the Union Contract set to expire 12/31/17.

10) OLD BUSINESS- nothing

11) ADDITIONAL NEW BUSINESS- nothing

12) GOOD AND WELFARE- Orange County Safe Homes Bowl-O-Thon on 6/10/17.

M. McIntosh to get the information from K. Demos.

13) M. McIntosh requested all construction documents from K. Demos

Motion to adjourn the Meeting 11:17pm by D. Harris, 2nd by H. Nozari. Unanimous approval.