

APPROVED
Board of Trustees
Monroe Free Library
Minutes of Monthly Meeting
August 13, 2018

Present:

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

Trustees:

Theresa Schommer
Barbara Cullum
Absent:
Donna Deming
Denise Harris

Also Present:

Marilyn McIntosh, Exec Dir
Library Staff

Mary Duffy, Ass't Director
Public

1. Call to Order and Pledge of Allegiance at 8:01pm by P. Shanley. A quorum was present.
2. MOTION made by C LeViseur, 2nd C Auerbach to Adopt the Agenda. MOTION approved unanimously.
3. MOTION made by AM Buckley to approve July 2018 meeting minutes. MOTION approved unanimously.
4. Public Comment- n/a
5. Directors Report-Highlights
 - a. Request to share FaceBook feeds
 - b. Adult programs increased by 50%.
 - c. Question-Can staff members get paid to present programs, outside of work hours, at the same rate as outside vendors. Tabled for Board discussion.
 - d. 72 Children's programs have taken place this summer
 - e. C LeViseur to run for RCLS Trustee board position. Vote to take place this meeting.
 - f. Acknowledge M Duffy's work on the QuickBooks conversion.
 - g. Discussion of providing an elimination of Fines for seniors (62+) that are MFL patrons. Tabled for Board discussion.
 - h. Enough signatures have been received to make sure the MFL budget gets on the November 2018 ballot.
 - i. MFL hours change 9/4/2018.
 - j. LSTA grant check received for \$6,075.90
 - k. M McIntosh and T Schommer attended a State Construction Grant workshop on 8/2/2018.
6. Motion by AM Buckley, 2nd T Schommer to adopt the resolution for *the grant application and accompanying documents for a public library construction grant to be administered in accordance with the requirements of Education Law 273-a (as Amended by Chapter 148 of the laws of 2014) and Commissioner's Regulations 90.12 was read and duly adopted, and the conditions outlined in the RCLS Assurance letter have been accepted by the Board of Trustees of the Monroe Free Library.* MOTION approved unanimously.
7. Treasurer's Report- MOTION by C Auerbach, 2nd C LeViseur to approve Financial statements from January 2018 through July 2018. MOTION approved unanimously.
8. Committee Reports
 - a. Nominating-
 - i. Introduction of Gil Goetz, potential Trustee.
 - ii. MOTION by P Shanley, 2nd C Auerbach to recommend C LeViseur as a candidate for a position on the RCLS Board of Trustees. 6 approve, 1 abstain. MOTION approved.

- b. Building & Grounds-
 - i. Water main issue resolved with approximately \$9,600 in repairs.
 - ii. D LeViseur to write a letter to the Village Water department regarding a request for relief from past water bills due to water pipe leakage.
 - iii. Investigating demolition of 'Friends' building.
 - c. By-Laws – Next meeting scheduled for 9/6/18 at 7:30pm.
 - d. Finance- Future meeting to discuss allocation of funds for water main payment.
 - e. Fund Raising- Funds raised to a total of \$5,230. AMH grant- \$750; JetBlue raffle- \$900; Go FundMe- \$300; Annual Appeal letter-\$3,280. Thank you to all who helped.
 - f. Grants- n/a
 - g. Library Operating-
 - i. MOTION by AM Buckley, 2nd C Auerbach to approve update of the Security Policy. MOTION approved unanimously.
 - ii. MOTION by AM Buckley, 2nd B Cullum recommending the approval of the updated Non-Union Employee Handbook. MOTION approved unanimously.
 - iii. MOTION by C Auerbach, 2nd C LeViseur to exempt seniors (62+) from being assessed library fines effective 9/4/2018. MOTION approved unanimously.
 - h. Public Relations-
 - i. Photo News press release about MFL Musical Beasts program.
 - ii. 10/2/2018 Arts Mid-Hudson meeting on available grants.
 - iii. 9/15/2018 Monroe Founders Day- strong Library involvement.
 - i. Long Range Planning-
 - i. Table at Farmers Market was a big success in July.
 - ii. Community basket of books with MFL bookmarks and calendars
9. Special Committees-n/a
10. Old Business- n/a
11. New Business- n/a
12. Good and Welfare-
- a. T Schommer going to be a Grandma, due date in January
 - b. Chris McIntosh having a surgical procedure.
 - c. C Auerbach having a 2nd child, due date late February

MOTION by C. LeViseur, 2nd C Auerbach to adjourn the meeting at 9:58 pm. Motion approved unanimously.

Next Board Meeting scheduled for Monday, 9/10/2018