

Monroe Free Library
Board of Trustees
Minutes of Monthly Meeting
February 5, 2018

Trustees:

Charles LeViseur - Vice President
Diane LeViseur - Corresponding Secretary
Jack Adkins - Recording Secretary

Denise Harris
Donna Deming
Barbara Cullum
Ann Marie Buckley

Also present:

Marilyn McIntosh – Executive Director
Mary Duffy – Assistant Director

1. Called to order at 8:00PM by Vice President, a quorum was present.
2. Adoption of Agenda – AMBuckley made MOTION to adopt, DHarris 2nd, vote = UNANIMOUS
3. Disposition of minutes of previous meeting – AMBuckley made MOTION to accept, DHarris 2nd vote to accept minutes PASSED.
4. Public Comment – Steve Kalmus of Marshall & Sterling gave insurance presentation
5. Director's report – “Fine Free” discussion, NYS Annual report is completed. Roberta Manzella leaving
6. Treasurer's Report – CLeViseur made MOTION to table Treasurers report, AMBuckley 2nd – vote to table Treasurers report UNANIMOUS
7. Committee Reports
 - Nominating – no report
 - Building & Grounds – CLeViseur & Director met with Town Supervisor Cardone who agreed to help finish backyard, thank you note to V LaSalle
 - By-Laws – proposed revisions to: Article 3 Sec 2 (“Terms”) & 3 (“Vacant Trustee Position”), Article 4 Sec 2 (“President”), and Article 7 Sec 5 (“Quorum”): CLeViseur made MOTION to make revisions, DHarris 2nd, PASSED.
 - Finance – Audit report, audit process has begun.
 - Fund Raising – late spring early summer music event at JavaJoe's, April 14 Yard Sale
 - Grants – no report
 - Library Operating – JAdkins made MOTION to go into Executive Session, AMBuckley 2nd, PASSED (9:30PM), DHarris made MOTION to return from Executive Session, DLeViseur 2nd, vote = UNANIMOUS (9:59PM)
 - Public Relations – no report
 - Long Range Planning – no report
8. Special Committees Reports - none
9. Old business - none
10. New Business – none
11. Good & Welfare - none
12. Call for Adjournment – CLeViseur made MOTION to adjourn, DDeming 2nd, vote=PASSED (10:09PM)

Reminder: the next Library Board meeting will be March 12, 2018 at 8:00PM