

Kent Public Library

Board of Trustees

Minutes of Meeting of April 18, 2017

The meeting was called to order at 7:00 PM by President Mike Mahoney with the Pledge of Allegiance to the Flag.

Present: Mike Mahoney, Board President, Mike McDermott, Otto Romanino, Tom Maxson, Michele Ment, Jessica McMath, Irene Rohde, Kate D'Angio, Jane Fowler (Friends Liaison), and Rebecca Newman, Youth Services, standing in for vacationing Carol Donick, Library Director and Florence Ratti

Minutes: Motion was made by Michele Ment to accept minutes of March 21, 2017 meeting and seconded by Tom Maxson. All in favor

Treasurer's Report: Motion was made by Mike Mahoney to accept the treasurer's report and seconded by Irene Rohde. All in favor.

Library Director Report: In Carol's absence, her report was given by Rebecca. Board President, Mike Mahoney welcomed Rebecca and thanked her for joining us and reporting for Carol. Rebecca reported that they are getting ready to go forward with an ad campaign publicizing the fact that PART buses will stop at Kent Center if "REQUESTED". If enough interest is generated the Transportation Department may make it a permanent stop.

Otto and Carol are looking for a new auditor due to the large increase in price from our current auditor. They have solicited bids from a number of other companies and will advise the Board of their findings. Mahopac Library is only paying slightly more with a much larger budget. Kate asked who did the audit for Mahopac and Otto replied that he thought it was DaPonte. We have requested a bid from them in addition to a few others.

As discussed last month, we will be changing over from SAM to Envisionware. Carol, Ann, Donna and Marisa went to Mahopac Library to see the program at work and were satisfied that it was the way to go. Since the funds were already approved, they will go ahead with the purchase.

Sanjay's suggestion that we purchase an additional network switch was discussed. Since there were no spares on the new switch we just purchased, an additional switch is needed in case of any port failure. The additional switch would most likely give us another 28 ports for future use in case of port failure or addition of computers.

Motion to accept the Library Director's report was made by Tom Maxson and seconded by Jessica McMath. All in Favor.

Report of Standing Committees:

A. Budget: No Report

B. Buildings and Grounds: The renovation to the Seniornet Room is complete. There was an additional cost for electrical wiring. Total expenditure was \$3,300. The table from that room was repurposed into use in this program room.

C. Friends: Jane Fowler reported that the volunteers logged 136-1/2 hours this past month. Jane also mentioned that it was probably more because Richard, Jane and Phyllis don't log in the many hours they spend working for the Friends at home. The Spring Book Sale will be Friday and Saturday May 26th and 27th. Again looking for volunteers from the Library Board. Jane took down names and Kay will be contacting you to solidify dates and times. The Friends Annual Board Meeting will be in June. More information will be forthcoming.

D. Long-Range Plan of Service: They will be meeting soon to discuss this topic.

E. Nominations: No Report

F. Personnel: No Report

G: Policy: Three policies were included in this month's package and will be voted on under new business.

H: Public Relations: No report

Old Business: The new cornerstone to be purchased by the Board will say "In Memory of Jean Ehnebuske".

New Business:

A. Motion was made by Mike McDermott and seconded by Irene Rohde to take up to \$1,200 from the capital fund to replace another network switch. All in favor

B. Policy - Public Relations - Motion was made by Mike Mahoney and seconded by Otto Romanino to accept the changes to the Public Relations Policy. All in favor.

Policy - Wireless Access - Motion was made by Tom Maxson and seconded by Michele Ment to accept the changes made to the Wireless Access Policy. All in Favor.

Policy - Friends of the Kent Public Library - Jane Fowler of the Friends advised that although Richard approved the policy as it stood, it should be corrected/amended to show the proper name of the group as "Friends of Kent Library" which is their official name. Motion was made by Irene Rohde and seconded by Jessica McMath to accept the policy as amended. All in favor.

Although not on the agenda, Jessica added to New Business the fact that we have not addressed our Annual Appreciation Party for Staff and Friends yet. She has begun the process by solidifying a date for same as Friday, June 9th from 5:00 to 6:30 p.m. and asked Jane Fowler from the Friends to see if this date is also agreeable to them. Irene Rohde, Flo Ratti and Kate D'Angio volunteered to assist Jessica with this party.

Next Board meeting will be May 16, 2017 at 7:00 p.m.

Motion to adjourn made by Flo Ratti and seconded by Irene Rohde. All in favor.

Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Florence Ratti

Recording Secretary