

## Kent Public Library

### Board of Trustees

#### Minutes of Meeting of May 23, 2018

The meeting was called to order at 7:05 PM by President Mike Mahoney with the Pledge of Allegiance to the Flag.

**Present:** Mike Mahoney, Board President, Carol Donick, Library Director, Irene Rohde, Michele Ment, Jessica McMath, Otto Romanino Tom Maxson, Katie D'Angio, Jane Fowler, Friends Liaison and Florence Ratti.

**Minutes:** Motion was made by Irene Rohde to accept minutes and was seconded by Jessica McMath. All in favor

**Treasurer's Report:** Otto advised that we are 2% under budget. One question about the financial statement was answered satisfactorily. Motion made by Tom Maxson and seconded by Mike Mahoney to approve the March report. All in favor.

**Check Register Report:** This report was reviewed by all members. There were a number of questions. All were explained. Motion was made by Otto Romanino and seconded by Jessica McMath to approve the report. All in favor.

**Library Director Report:** Carol advised the Board that a full time library clerk and longtime employee has had triple by-pass heart surgery and will be out for quite some time. Carol has rearranged the work schedule and other employees have stepped up and taken on more hours to cover for her. **Item Discussion:** Carol was advised that we will be receiving a \$9,000 grant from Senator Sue Serino and she hopes to put some of that money towards e-books and audio books. **Item Discussion:** In conjunction with our long range plan Carol contacted Bill Nulk of the Chamber of Commerce to see if we could hold a newcomer's gathering in late June. We have the names of 45 families who have moved into Kent this year and will be sending them a welcome package. **Item Discussion:** The Friends giant book sale will be held on Memorial Day weekend and Jane Fowler advised that they still need volunteers to do the door count on Friday from 10 to 1 and Saturday from 10 to 11. **Item Discussion:** Carol is continuing her search to fill positions that will become vacant on June 30<sup>th</sup> and has hired one Library Clerk (Part Time), Eileen McDonnell. **Item Discussion:** Carol met with the Town of Kent Director of Finance. The Town would like to have our audit for 2018 by May, 2019, in order to fold it into their report. It was decided that we would continue to send our report directly to the New York State Comptroller's office as we have done in the past. **Item Discussion:** Carol reminded everyone that the PCLA Annual meeting is Thursday, May 24<sup>th</sup> at the Mahopac Library. **Item Discussion:** It was noted that the library was used extensively during the power outage by our constituents to charge their electronic devices and many thank-you's were received from the public. A motion was made to accept the Library Director's report by Katie D'Angio and seconded by Michele Ment.

#### **Report of Standing Committees:**

- A. Budget: No report. .
- B. Buildings & Grounds: Repairs to the front entry is in progress.
- C. Friends: Jane reported that in addition to help at the book sale, there is a need for help on the Tuesday after the book sale to break down the displays and put things back in order. Carol got a request for

donations for the July 4<sup>th</sup> fireworks display and passed it on to the Friends. The Friends have written a check in the amount of \$100 to help pay for the fireworks.

- D. Long-Range Plan of Service: The committee was supposed to have a meeting prior to the Board meeting last week but the storm and subsequent power outage cancelled that. We will set up a new meeting. .
- E. Nominations: Still one vacancy. We may have to advertise in the local papers.
- F. Personnel: No report.
- G. Policy: No report
- H. Public Relations – Same excellent job being done.

**New Business:**

- A. Create a new Capital Savings Account at the Putnam County Savings Bank and transfer \$250,000 into the new Capital Savings Account, to be used for future capital improvements, including keeping up with new technology and repairs in the Kent Public Library. This will allow the library to earn more interest on its funds. Motion was made by Otto Romanino to approve this move and seconded by Irene Rohde. All in favor.
- B. Confirm the hiring of Eileen McDonnell as a Library Clerk (Part Time). Motion was made by Tom Maxson and seconded by Otto Romanino. All in favor.

Michele Ment advised that Tom Sloan Director of MHL has resigned and will be leaving shortly. Maribeth Advocate will be interim Director and Rebekka Smith Aldrich will be Assistant Director until a new director is found.

The next meeting of the board will be on June 19, 2018.

Motion to adjourn was made by Flo Ratti and seconded by Jessica McMath. All in favor

Meeting adjourned at 8:10 PM

Respectfully Submitted,

Florence Ratti