

**Kent Public Library**

**Board of Trustees**

**Minutes of Meeting of November 20, 2018**

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

**Present:** Michael Mahoney, President, Eric Mahollitz, Youth Services Librarian, Michele Ment, Thomas Maxson, Michael McDermott, Jessica McMath, Kathryn D'Angio and Florence Ratti.

**Minutes:** Motion was made by Michele Ment to accept minutes of the October 16th meeting and was seconded by Jessica McMath. All others in favor

**Treasurer's Report:** In the absence of Otto, there were no comments made. The report was reviewed and a motion made by Tom Maxson and seconded by Mike McDermott to approve the October report. All in favor.

**Check Register Report:** This report was reviewed by all members. Motion was made by Mike McDermott and seconded by Mike Mahoney to approve the report. All in favor.

**Library Director Report:** In the absence of Carol Donick, Library Director, Eric Mahollitz, Youth Services Librarian read her report. There were no item discussions during the report; the board decided to table discussions at this point and open the floor for discussion when voting upon items under new business. A motion to accept the Library Director's report was made by Mike McDermott and seconded by Jessica McMath. All in favor.

**Report of Standing Committees:**

- A. Budget: No comment
- B. Buildings & Grounds: No report.
- C. Friends: Although Jane Fowler was unable to attend, she did send in a report for us. The Book Sale netted \$2,195. And we had 245 visitors. The November 10<sup>th</sup> Veteran's Day Sale was very well received with 44 veterans attending and buying a total of \$100 worth of books. The vets enjoyed seeing other vets and getting the bargain on the books. There were 215 volunteer hours recorded during the past month.
- D. Long-Range Plan of Service: No report.
- E. Nominations: No report.
- F. Personnel: No report.
- G. Policy: One policy change will be approved under Old Business and one new policy will be approved under New Business.
- H. Public Relations – Same excellent job being done.

**Old Business:** The Sexual Harassment Policy was reviewed by the Town Attorney and one small change was made to wording on Page 2. The board reviewed the word change and a motion was made by Mike Mahoney to accept this change and seconded by Mike McDermott. All in favor.

## New Business:

- A. Motion was made by Michele Ment and seconded by Mike McDermott that the Library expends no more than \$600. on the Annual Thank You December Dinner meeting. All in favor.
- B. A motion was made by Mike McDermott and seconded by Kate D'Angio to approve purging approximately \$9,102 in untraceable manual fees, assessed before May 29, 2002 from our shard library database. All in favor.
- C. A new Fixed Asset Policy was discussed by board members. It seems we did not have many fixed assets but the policy was suggested by the auditors that any item over \$3000 be inventoried and depreciated. After weighing the pros and cons of the policy, a motion was made by Kate D'Angio to approve the new policy and seconded by Michele Ment. All in favor.
- D. Our ten-year old phone system is breaking down. The Town of Kent and the Policy Department requested that we join them in upgrading our system. It would require a \$5,000 initial investment for equipment but would then be maintained with everyone else in the complex. A motion was made to use up to \$5,000 from the capital fund to purchase the new equipment by Mike Mahoney and seconded by Mike McDermott. All in favor.
- E. Mr. Warren Davis was so pleased with the bench and plaque that he would like to donate something else. A motion was made by Mike McDermott and seconded by Mike Mahoney that this item be tabled. All in favor.
- F. There was much discussion regarding the idea to go forward with preparations for a 414 vote. Since there were so few board members present, it was decided to agree to create an Ad Hoc Committee, to be further discussed in January.

There were a few comments made about the Mid-Hudson Library Annual meeting. It was agreed that we have done about all that we can to utilize all available space. Now we need to concentrate on getting more technical advances in our spaces. It needs some brain-storming sessions with MHL and staff. Beth Herr came away with the ultimate description of libraries - WE ARE CHAMPIONS OF INTELLECTUAL FREEDOM!

The next board meeting will be at Cutillo's on December 18<sup>th</sup> at 6:00 PM

A motion was made by Flo Ratti and seconded by Beth Herr to close the meeting.

The meeting was adjourned at 8:00 P.M.

Respectfully submitted,

Florence Ratti.