

Seymour Library Board of Trustees Approved Minutes

Date: 18 January 2017

Call to Order

The regular meeting of the Seymour Library Board of Trustees Approved Minutes was called to order at 7:03 pm on 18 January 2017 by Board President L. Cenci.

Attendance

Present: Walter Borowiec, LuAnne Cenci, Scott Rochette, Linda Sanford, Christopher Wilcox and Carl Gouveia (Director)

Absent: Brigitte Duschen, Taysie Pennington, David Newman

Guests: Jackie Smith (Clarkson liaison), Mary Rich (Sweden liaison), Meg Zimmer (potential Sweden trustee)

Public Comments:

None.

New Trustee:

Meg Zimmer (potential Sweden trustee) was introduced to the group. Introductions of Board members and guests followed.

Correspondence:

1. The Board received a thank you note from Tina Gouveia for the basket awarded during 2016 After Hours.
2. The Board received an Invoice for \$120.00 from Library Trustees Association (LTA) for membership. It is suggested that we continue our membership. After review, and with a motion from W. Borowiec, seconded by L. Sanford, the motion to continue our membership in LTA was unanimously approved.

Approval of Minutes:

Tabled until February meeting.

Director's Report

C. Gouveia presented his monthly written report outlining various activities and commented on:

1. Concerns about continuing HVAC issues, leading to cold temperatures in the library. A flexible duct connector had come loose from the old ductwork. A temporary fix has been fashioned, and Bruce Albone is investigating a more permanent solution.
2. A purchase order for doors has been issued.
3. The Board is waiting for quotes on security cameras.
4. December program attendance was somewhat limited.

5. A patron/volunteer complaint was lodged regarding street entrance to library, due to median not being visible during nighttime hours. The Board is considering adding lighted entrance/exit signs.
6. National Grid has been notified regarding a broken streetlight, which has yet to be addressed. Jackie Smith will follow up.
7. A breakfast will be held on 26 January 2017 (7:30-9:00 am) at Sweden Senior Center, with Heidi Macpherson (The College at Brockport president) presenting the State of the College address.

President's Report

No report.

Old Business

Standing Committee Updates

Financial

1. \$5,000 anonymous gift was received from a Brockport couple, and subsequently deposited into Citizens capital account.
2. The Seymour Library Foundation will be meeting with its financial representative later in January.
3. The cost of e-books was discussed (~\$70-100 each via Overdrive). Only one patron can access a title at any given time.
4. February Bill signers: C. Wilcox and L. Cenci.

Approval of Bills and Treasurer's Report

After review, and with a motion from W. Borowiec, seconded by L. Sanford, the Treasurer's Report and payment of bills were unanimously approved.

Municipal Agreement

The Board has received comments from the Village of Brockport and the Town of Sweden, and is awaiting Clarkson's response.

Nominating

No report.

Operational

See Director's Report.

Strategic Planning / Management

No report.

Friends:

1. The Friends of Seymour Library has \$23,742.98 in its account.
2. Spring book sale will be held on 26-29 April.
3. With the success of the previous fabric sale, it will likely return sometime in the future.
4. The Board suggests the Friends assemble and distribute a Welcome packet to new residents.
5. The Friends of Seymour Library is once again supplying prizes for the Kiwanis bookmark contest (dates TBD).

Ad Hoc Committee Updates

Bylaw Review and Update

Board Action Requested

Motion: To implement the revised Unattended Children policy:

With a motion made by L. Sanford, seconded by W. Borowiec, the motion was unanimously approved.

Solar Agreement

The Board learned that groundbreaking on the Solar Energy project would be delayed for at least a year as a result of various issues.

New Business

Personnel

The full-time employees of Seymour Library are in the same group as the Village for their health insurance. There are currently four employees that receive health insurance (one family, two single, one employee/partner). It is a high-deductible plan (first \$4,400 for family, \$2,200 for single employee). A Flexible Spending Account (FSA) card is available to offset the high deductible. Currently, the Library reimburses employee for FSA expenses.

The State of New York has proposed a rate increase of 12%, despite municipal tax cap of 2%. Upon further consideration of this matter, the State actually increased rates by 6%, but now includes 15% coinsurance: after deductible is met, the insured employee would responsible for 15% of costs, which would be reimbursed to employee by the Village. Out-of-pocket maxima are \$5,500 (single) and \$11,000 (family), after which insurance covers 100%.

The Seymour Library would like to cover its employees the same way as the Village covers its employees.

At 8:13 pm, L. Sanford moved to go into Executive Session to discuss a health insurance issue (with J. Smith and M. Rich invited to stay). C. Wilcox seconded, and it was unanimously approved. At 8:25 pm, L. Sanford moved to go out of executive session. W. Borowiec seconded, and it was unanimously approved.

Board Action Requested

Motion: To reimburse 15% of out-of-pocket health care expenses and increase proposed 2017 Budget Line Item #L9060.81 (HRA Usage) to \$16,500. With a motion made by S. Rochette, seconded by L. Sanford, the motion was unanimously approved.

Adjournment

At 8:31 pm, a motion was made by L. Cenci to adjourn. The motion was seconded by W. Borowiec, and it was unanimously approved.

Next meeting: 15 February 2017, 7:00 pm

Minutes respectfully submitted by S. Rochette.