

Seymour Library Board of Trustees

Date: 15 August 2018

Call to Order

The regular meeting of the Seymour Library Board of Trustees was called to order at 7:02 pm on 15 August 2018 by Board Vice-President L. Cenci.

Attendance

Present: Walt Borowiec, LuAnne Cenci, Brigitte Duschen, David Newman, Scott Rochette, Linda Sanford, Christopher Wilcox, and Carl Gouveia (Director)

Absent: Taysie Pennington, Meg Zimmer

Guests: Stephanie Blando (staff), Kathy Kristansen (Village liaison), Hannah Morrison (staff), Mary Rich (Sweden liaison)

Public Comments

None.

Correspondence

None.

Approval of Minutes

D. Newman made a motion (with W. Borowiec seconding) to accept the minutes of the July 2018 meeting. The motion passed unanimously.

Director's Report

Director C. Gouveia's presented highlights of his monthly written report:

- Program and circulation figures in July 2018 were higher than last July.
- A water heater in the book sale room was replaced by C. Mastrella.
- The internet cabling project is finished.
- Senators Ortt and Robach awarded the library Tech/Education Grant money.
- Brockport Blizzard Soccer Club raised \$903 for the library.
- The library was awarded \$75,301 in Library Construction Aid for four study rooms.

Director's Report (continued)

At the Director's request, L. Sanford made a motion (with L. Cenci seconding) to accept the resignation of Library Page Mikayla Canham effective 22 August 2018. The motion passed unanimously.

At the Director's request, D. Newman made a motion (with S. Rochette seconding) to approve the appointment of Hannah Christiansen as Part-Time Library Page starting 13 August 2018 at \$10.40/hour (minimum wage). The motion passed unanimously.

At the Director's request, L. Sanford made a motion (with S. Rochette seconding) to approve the job description for Substitute Librarian. The motion passed unanimously.

President's Report

Vice-President L. Cenci lauded T. Pennington's performance as Board President.

Old Business

Standing Committee Updates

Financial

- August bill signers: L. Cenci and L. Sanford
- September bill signers: L. Sanford and M. Zimmer
- Director C. Gouveia is investigating the possibility of obtaining an exemption from filing an IRS 990 form. This action will cost \$100, but potentially saves \$1,200 annually.

Approval of Bills and Treasurer's Report

After review, and with a motion from S. Rochette, seconded by D. Newman, the Treasurer's Report and payment of bills were unanimously approved.

Nominating

Nominations for board officers (President, Vice-President, Secretary, Treasurer) are now open. Please inform W. Borowiec if you are interested in serving in one of these positions.

Facilities/Operational

- Clarkson Highway Department has filled in the holes in Story Brook Lane with hot asphalt.
- The grant to fund the study room project has been awarded. The Committee will need to meet in the near future to discuss project initiation.

Friends

No report.

Marketing

- The Committee (along with the Friends and the Foundation) will have its final meeting with Causewave on 27 August 2018 at 11:30 am.
- The Library table at the Brockport Arts Festival was very well attended. There are plans to have a table at the Peddler's Market in September, and at the Hamlin Scream Fest in October (in conjunction with Hamlin Public Library).
- A request was made by BEST in Brockport Foundation to display a large announcement (on an easel) for the Farm to Table to Excellence Dinner coming up in September. D. Newman made a motion (with W. Borowiec seconding) to approve the large display (on easel) of the BEST in Brockport Farm to Table to Excellence Dinner on 22 September 2018. The motion was defeated by a 6-1 vote, with W. Borowiec voting for the motion, and L. Cenci, B. Duschen, D. Newman, S. Rochette, L. Sanford, and C. Wilcox voting against the motion. The issue regarding the display of large announcements would be visited by the Policy Committee.

Policies

No report.

Personnel

The Committee met on 31 July 2018 to discuss the impact of personnel on the proposed 2019 budget.

Municipal Liaisons

The Business Consultant Committee met on 9 August 2018, and will meet again on 23 August 2018.

Foundation

No report.

Solar Farm Project

D. Newman withdrew the tabled motion from 18 July 2018. D. Newman made a motion (with W. Borowiec seconding) to join the Village of Brockport's Greenspark solar farm project. The motion passed unanimously, with B. Duschen and C. Wilcox abstaining.

New Business

The 2019 contractual budget was proposed. The major highlights include maintaining a 10:00 am opening and 8:00 pm closing times (i.e., 2018 operating hours), and a 50% reduction in funds for programming. The reduced program funding will be potentially ameliorated via requests to the Friends for financial assistance when necessary. L. Cenci made a motion (no second needed) to accept the budget as proposed. The motion passed unanimously.

Executive Session

None.

Adjournment

At 7:47 pm, D. Newman made a motion (with S. Rochette seconding) to adjourn. The motion passed unanimously.

Next meeting: 19 September 2018, 7:00 pm.

Minutes respectfully submitted by S. Rochette.