

Seymour Library Board of Trustees

Date: 17 October 2018

Call to Order

The regular meeting of the Seymour Library Board of Trustees was called to order at 7:00 pm on 17 October 2018 by Board Vice President L. Cenci.

Attendance

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

Absent: Taysie Pennington

Guests: Krista Matthews (staff), and Jackie Smith (Clarkson liaison)

Public Comments

None.

Correspondence

None.

Approval of Minutes

D. Newman made a motion (with M. Zimmer seconding) to accept the minutes of the September 2018 meeting. The motion passed unanimously.

Director's Report

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

- The Memorial Bench for Charley Duschen was donated by Brockport Kiwanis and installed by Brockport DPW. The Board thanks both organizations for their contributions.
- Brockport Rotary Club is donating a shade tree to be planted on the east side of the Library.
- J. Decker and J. Rombaut performed various odd jobs around the Library.
- Staff Training Day took place on 8 October; the Library was closed that day.

President's Report

No report.

Old Business

Standing Committee Updates

Financial

- October bill signers: L. Cenci and M. Zimmer
- November bill signers: L. Sanford and M. Zimmer
- A \$25,000 Citizens Bank CD is coming due on 18 October 2018. It will need to be reinvested in a new CD or annuity. It will automatically renew in 10 days. Two motions were made regarding this matter:
 - a. D. Newman made a motion (with L. Cenci seconding) to transfer the interest from the CD (~\$100) into the Capitol Account. The motion passed unanimously.
 - b. D. Newman made a motion (with W. Borowiec seconding) to have the treasurer move the \$25,000 into another CD or other protected account with a better interest rate. The motion passed unanimously.

Approval of Bills and Treasurer's Report

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

Nominating

The following individuals have been nominated for board offices:

Taysie Pennington (President)
LuAnne Cenci (Vice-President)
Scott Rochette (Secretary)
Meg Zimmer (Treasurer)

Voting will take place during the November 2018 meeting.

Facilities/Operational

Director C. Gouveia met with the architect to discuss the construction of the study rooms. The intention is to have bids completed by mid-November, a proposal accepted by mid-December, construction to begin in January, and completion in March.

Friends

- The semi-annual book sale was held 10-13 October 2018. It was the most successful sale to date: \$2,449.
- The Friends discussed the upcoming After Hours event.
- The Friends discussed a potential merger with the Foundation, but ultimately tabled the idea, being concerned with the potential loss of identity.

Marketing

- There was a meeting with the Friends and Foundation groups to discuss the Causewave recommendations. Tasks and priorities were set.
- The postcards have been printed.

Policies

No report.

Personnel

No report.

Business Consultant

Two companies were interviewed, and while both were highly qualified, The Center for Governmental Research (CGR) was selected. A meeting between CGR, library, and stakeholders will take place in the near future.

Municipal Liaisons

- Clarkson Liaison J. Smith thanked Director C. Gouveia and Board Vice President L. Cenci for attending the recent Clarkson Town Board meeting.
- State Senator Joe Robach was very complimentary of the job Director C. Gouveia is doing. The Board completely concurs.
- The Village of Brockport and Towns of Clarkson and Sweden passed motions to sign the contract retaining CGR (see above). The three entities will split the \$12,500 fee evenly.

Foundation

- The Foundation discussed the upcoming After Hours event.
- The Foundation discussed a potential merger with the Friends, but it appears it will be a slow process, if it indeed happens at all.

New Business

- The 2019 Board meeting schedule was proposed. L. Sanford made a motion (with S. Rochette seconding) to accept the 2019 meeting schedule. The motion passed unanimously.
- Clarkson Town Clerk Sharon Mattison will be resigning as Seymour Library Treasurer on 31 December 2018.
- The New York Public Library System Directors Organization (PULISDO) is proposing that library trustees obtain three hours of continuing education per year. Much discussion (for and against) took place among the Board. Trustees were encouraged to take the survey to make their opinions known.

Executive Session

None.

Adjournment

At 7:49 pm, S. Rochette made a motion (with W. Borowiec seconding) to adjourn. The motion passed unanimously.

Next meeting: 28 November 2018, 7:00 pm.

Minutes respectfully submitted by S. Rochette.