

**MAMAKATING LIBRARY**  
**BOARD of TRUSTEES MEETING      DECEMBER 2, 2009**

**PRESENT:** Trustees Barbara Semonite, Bob Andersen, Jeanne Roosa, Terry Stiano, Fran Staats. Director Evelyn Alvarez.

**ABSENT:** Beth Texter, Public Relations

**GUESTS:** Kevin Reardon

**PUBLIC:** Rita Bellomo

The meeting was called to order at 7:07 p.m. The agenda was adopted as presented under a Roosa-Andersen motion, all in favor.

**MINUTES:**

A Roosa-Andersen motion to approve the minutes of the November 4<sup>th</sup> meeting as submitted was carried unanimously.

**TREASURER'S REPORT:**

Judy was unable to get the end of month computer report on accounts from the Bank of America. The Mamakating Library District Results of Operations as of 10/31/2009 and the Mamakating Library District Profit and Loss Report from January through October 2009 were accepted through a Staats-Andersen motion as a basis for the evening's work on line items for the 2010 budget, all in favor.

**BETH TEXTER'S REPORT:**

Beth's written report is attached.

**DIRECTOR'S REPORT:**

No written report was submitted. No statistical data was submitted.

The Director verbally reported on:

- the emergency contact person for building and maintenance needs
- patron attendance at November programs
- a Big Read – author, Edgar Allen Poe, under discussion by Sullivan libraries
- action and results so far on the new hire
- professional development being undertaken by the Director
- business actions on a vacuum, furnace filters, blinds
- library hours changes for the Christmas and New Year's holidays; patron notification

A discussion followed on programmable thermostats for the library for optimal efficiency in fuel consumption. Terry will donate one. Evelyn will get a comparable one for the other downstairs thermostat, so that they are both the same, and have them installed. Upstairs will be up to the Kozy.

**OLD BUSINESS:**

**BUDGET:**

The attached budget for 2010 was adopted under a Roosa-Stiano motion, all in favor.

**NEW HIRE:**

Possible ways to expedite responses from candidates on the Civil Service list were discussed.

**ELECTIONS for BOARD OFFICERS:**

A motion was made by Terry Stiano that the secretary of elections cast one vote for the slate of officers to remain as they are for the next year, seconded by Bob Andersen; so voted, all in favor.

**WEBSITE:**

- outdated information on each website page was cited for correction
- additions being awaited are
  - the Community Survey with the ability to complete and return it
  - a snow closing notice arrangement
  - all policies included on 'Policies and Forms' page
  - 'suggestion box' on 'Contact Us' page
- tests of the 'Contact Us' page have resulted in no response; this needs correction

**NEW BUSINESS:**

**ANNUAL REPORT:**

The Annual Report to RCLS will be due Friday, February 12<sup>th</sup> and will be presented to the Board no less than three weeks prior.

**ANNIVERSARY OPEN HOUSE:**

In order to acknowledge our supporters and help people know what we're doing, we will host an Open House this February.

**PUBLIC COMMENT:**

Rita Bellomo offered her concerns about sufficient quiet space in which patrons could make use of the proposed new WIFI system. President Barbara Semonite advised that this will be taken into consideration.

Mrs. Bellomo called for an independent audit. President Barbara Semonite advised that that is a Board decision and that we have accountant and attorney recommendations that we not spend the thousands of dollars an audit costs right at this time.

Under a Stiano-Staats motion the Board recessed to Executive Session at 9:02 p.m. in order to address policy and personnel issues, all in favor. Action was taken on policy adoption.

The meeting was adjourned at 9:35 p.m.

The next meeting of the Board of Trustees will be Wednesday, January 6, 2010 at 7:00 p.m. in the Community Room.

Respectfully submitted,

Fran Staats, Secretary