

**RUSH PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Meeting Minutes**  
**June 19, 2018**

**PRESENT:** K. Kirk, K. Pruden, C. Raymond, B. Herman, J. Lederman, T. Shearn, H. Carter, L. Laskowski, K. Flass, Director, R. McCarthy (Town Board)

**APPROVAL OF MAY 15, 2018 MINUTES:** Motion by T. Shearn and seconded by B. Herman to approve the minutes with the following amendments: Julia Lederman should be listed as absent from the May meeting, and one instance of B. Herman corrected from C. Herman. Motion passed.

**NEXT MEETING:** July 19, 2018 (T. Shearn will not be present)

**EXECUTIVE SESSION:** Upon motion made by K. Pruden and seconded by C. Raymond and passed by the Board, the Board moved into executive session at 7:21 p.m. to discuss a personnel matter. Upon motion made by T. Shearn and seconded by J. Lederman and passed by the Board, the Board moved out of executive session at 7:29 p.m.

**OLD BUSINESS:** None.

**NEW BUSINESS:** Discussion was had with regard to upkeep of gazebo. K. Flass was charged with finding a person to help with staining of gazebo.

H. Carter reviewed his participation with the Library Board Members meeting which was held at the Penfield Library. Breakout sessions were held and ideas including marketing, branding and board self-evaluation were discussed. There was discussion of Friends' appreciation and fundraising ideas.

**TREASURER'S REPORT:** L. Laskowski reviewed the Bank Accounts Register. Motion made by T. Shearn and seconded by C. Raymond to approve the Banks Accounts Register. Motion passed.

**FRIEND'S REPORT:** K. Flass updated the Board as to Friends' activities. The next Friends' meeting is scheduled for August 15, 2018 at 7 p.m. A Pop-Up gift shop idea was discussed for the Fall Festival. Volunteers are needed.

**2019 BUDGET:** K. Flass reviewed the 2019 budget with the Board. There was discussion as to the effect the minimum wage increase coupled with step increases would have on the overall budget for the Library. Further discussion of the budget will continue at the next board meeting.

**DIRECTORS' REPORT:** K. Flass reviewed her report submitted to the Board. Circulation was down slightly but door count is up.

Motion made by K. Pruden and seconded by H. Carter to approve vouchers #80-97 totaling \$4,110.89  
Motion passed.

Discussion was had with regard to VOIP upgrade cost estimate with regard to the Network Cabling Project.

**EXECUTIVE SESSION:** Upon motion made by H. Carter and seconded by T. Shearn and passed by the Board, the Board moved into executive session at 9:11 p.m. to discuss a personnel matter. Upon motion made by K. Pruden and seconded by C. Raymond and passed by the Board, the Board moved out of executive session at 9:12 p.m.

**TOWN BOARD LIAISON REPORT:** No report given due to time constraints.

**ADJOURNMENT:** Motion by T. Shearn and seconded by H. Carter to adjourn the meeting. Motion was passed and the meeting was adjourned.

Respectfully submitted,  
Kelly Pruden, Board Secretary

*Rush Public Library, a community resource for over 100 years.*