

RUSH PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting Minutes

November 20, 2018

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

APPROVAL OF OCTOBER 16, 2018 MINUTES: Motion by B. Herman to approve minutes as amended and seconded by T. Shearn. Motion passed.

NEXT MEETING: December 18, 2018

OLD BUSINESS: Election of Officers: T. Shearn nominated **B. Herman for Board President**, term beginning Jan. 1. The nomination was seconded by J. Lederman; J. Lederman nominated **H. Carter as Vice President**, term beginning Jan. 1. T. Shearn seconded the nomination. Both nominations were approved. L. Laskowski will continue in her role as treasurer; K. Pruden to continue in her role as secretary. K. Kirk, C. Raymond, and T. Shearn will continue as board of trustee members.

NEW BUSINESS: The Book Page magazine is up for renewal. J. Lederman made a motion to approve a board expense of \$324 to renew for 2019. Seconded by T. Shearn. Motion passed. Meeting dates and library closed dates for 2019 were presented to the Board. T. Shearn made a motion to approve the 2019 calendar; seconded by B. Herman. Motion passed. At the October meeting, board members were asked to read the Trustee Handbook through risk management. The state has increased its minimum standards from 11 to 14. K. Flass developed a preliminary list of trustee handbook action items. Discussion was had. It was suggested that a committee be formed early 2019 to review and update the policy handbook. Trustee members are asked to read page 38 to the end of the Trustee Handbook by the January 15th meeting.

TREASURER'S REPORT: L. Laskowski reviewed the Bank Accounts Register. A letter was received from M&T Bank documenting the closure of the Certificate of Deposit. All funds, totaling \$16,992.94, were successfully deposited into the M&T checking account. The funds will be reflected in the December statement. The Board Annual Appeal has raised \$3,450 to date. All thank you letters have been mailed to donors. Motion made by J. Lederman and seconded by T. Shearn to approve the register. Motion passed.

FRIENDS' REPORT: The next Friends' Meeting has not been scheduled.

DIRECTOR'S REPORT: K. Flass reviewed the November Director's Report. Bullet aid balance is \$13,310.09 which includes aid received over 3 years. The construction grant check was received for \$34,340 and a special account established. K. Flass is still trying to schedule an appointment with the new building inspector to review the project. The new library website project is in progress. Town Supervisor Frank is working on a triage plan for work to be done on the town hall roof, which includes the library. A motion was made by T. Shearn and seconded by J. Lederman to approve vouchers #159-169 totaling \$5,359.38 for November 2018. Motion was passed.

TOWN BOARD LIAISON REPORT: A public meeting will be held on Nov. 28, 2018 to discuss solar zoning.

ADJOURNMENT: Motion by T. Shearn and seconded by J. Lederman to adjourn the meeting. Motion was passed and the meeting was adjourned.

Respectfully submitted,

Becky Herman, Vice President (in Kelly Pruden's absence)