

**BOARD OF TRUSTEES**

**Meeting Minutes**

**March 19, 2019**

**ROLE CALL AND DETERMINATION OF A QUORUM:** The meeting was called to order by Becky Herman, President, who determined that a quorum was present.

Trustees Present: Becky Herman, Hal Carter, Karin Kirk, Julia Lederman, Cindy Raymond

Others Present: Kirsten Flass, Director; Letty Laskowski, Treasurer; Rita McCarthy, Town Board Liaison

**APPROVAL OF MINUTES:** On motion of Karin Kirk seconded by Cindy Raymond, the Board Meeting Minutes of February 19, 2019 were unanimously approved as amended.

**TREASURER'S REPORT:** Ms. Laskowski reviewed the Bank Accounts Register. On motion of Cindy Raymond seconded by Karin Kirk, the Treasurer's Report was unanimously ;minutesapproved with the direction that a copy of the Bank Accounts Register be maintained in the Library records. The sales tax report and the New York State 990 report have been submitted.

**DIRECTORS' REPORT:** Ms. Flass presented the monthly Director's Report including Magazine Data usage. On motion of Karin Kirk, seconded by Hal Carter, the Director's Report, including the vouchers for \$3,828.36, was accepted and approved by unanimous vote with the direction that a copy of the Director's Report be maintained in the Library records. Ms. Flass indicated that the usage of Pronunciator is significant.

**OLD BUSINESS:**

On motion of Hal Carter, seconded by Julia Lederman, the following resolution was adopted by unanimous vote.

**Resolution to Clarify Board Decision Regarding the Posting of Meeting Minutes:**

Resolved that minutes of each meeting of the Library Board of Trustees shall be prepared and made available to the public in accordance with the Freedom of Information Law no later than two weeks after the meeting; except that minutes of action taken in Executive Session shall be made available to the public in accordance with the Freedom of Information Law no later than one week after the meeting. Minutes not yet approved by the Board shall be labeled as "Non-Final," "Draft" and/or by some other language indicating that the Minutes have not yet been finalized by Board approval. Only minutes that have been approved by the Board shall be placed on the Library website, except when otherwise required by law or regulation.

Steve Neumaier has accepted the invitation to join the Board as of May 1, 2019 and all conflict of interest concerns have been resolved. On motion of Karin Kirk, seconded by Julia Lederman, the Board unanimously elected Mr. Neumaier to be a member of the Board to complete the term of Terry Shearn.

Becky Herman is still working on compiling the comments regarding Kirsten Flass' evaluation. She will send it out to the Board for comment and it will be discussed at the next Board meeting.

**NEW BUSINESS:**

On motion of Hal Carter seconded by Karin Kirk and by unanimous vote, the Board regretfully accepted the resignation of Kelly Pruden from the Board and on motion of Hal Carter seconded by Karin Kirk a committee of Becky Herman, Cindy Raymond, and Karin Kirk was appointed unanimously to interview candidates for her replacement.

**FRIENDS OF THE LIBRARY COMMITTEE REPORT:** No report

**LIBRARY POLICY COMMITTEE REPORT:** The Policy Committee will meet on April 2 to begin work on revising the Policy Handbook.

**TOWN BOARD LIAISON REPORT:** Rita McCarthy described the status of solar panel legislation development and proposals in the community.

**CALENDAR:** The next regular Board of Trustees meeting will be on April 16, 2019 at 7:15 pm. Other upcoming events include: Game Night at the Creekside Inn on April 1, 2019 at 6-8 p.m.

**ADJOURNMENT:** There being no further matters to come before the Board, the meeting was adjourned on motion of Julia Lederman, seconded by Karin Kirk.

Respectfully submitted,  
Hal Carter, Vice President