

**RUSH PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Meeting Minutes**  
**January 21, 2020**

**ATTENDANCE: Trustees:** Becky Herman, Sharon Mason, Karin Kirk, Hal Carter, Cindy Raymond

**Trustees Absent:** Steven Neumaier, Julia Lederman

**Others Present:** Kirsten Flass, Director; Letty Laskowski, Treasurer

**Others Absent:** Rita McCarthy; Town Board Liaison

**APPROVAL OF MINUTES:** On motion by H. Carter, seconded by K. Kirk, the Board Meeting Minutes of 12/17/19 were unanimously approved. Next meeting is on 2/18/20.

**TREASURER'S REPORT:** L. Laskowski reviewed the November and December Bank Account Registers. K. Kirk will inquire about \$80 M&T Bank Service Charge that was in question. On motion by H. Carter, seconded by S. Mason, the treasurer's report was unanimously approved.

**Executive Session:** On motion by H. Carter, seconded by S. Mason, the Board entered executive session at 7:28 pm to discuss a personnel issue. On motion by H. Carter, seconded by K. Kirk, the executive session ended at 8:10.

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

**OLD BUSINESS:**

**Annual Appeal:** To date, the library received 98 donations totaling \$5,305. Thank-you letters were sent.

**NEW BUSINESS:**

**Oaths for Officers:** Board members S. Mason, K. Kirk, and C. Raymond, Secretary, stated and signed their oaths of office. President B. Herman, will sign her oath before a Town Hall representative.

**Director's Evaluation:** B. Herman will email board members the Director's evaluation form that was used last year in preparation for discussion at February's board meeting. The Director's evaluation is planned for approval in March.

**Policy Handbook Committee:** B. Herman, H. Carter, J. Lederman, K. Flass plan to meet in March or April to resume potential handbook revisions.

**Game Night:** Game night will take place at the Rush Creekside on Feb. 3 at 6:00 pm.

**DIRECTOR'S REPORT:** K. Flass presented the monthly Director's report. On motion by K. Kirk, seconded by C. Raymond, the Director's Report, including vouchers #1-13 totaling \$3443.58, was accepted and unanimously approved. Supervisor Kusse is still seeking more bids on roof leak repair. K. Flass is investigating whether NYS Construction Grant could be used towards roof repair costs. K. Flass is finalizing the (Awning) Construction Grant report for NYS in order to receive 10% back. K. Flass attended MCLS Legislative Advocacy meetings with Senator Funke and Assemblywoman Byrnes; focus was on library construction grant monies and cost of digital vs. traditional book collections. Library staff is learning how to assist patrons with understanding Census filing. K. Flass presented new Library tote bag designs and costs. B. Herman will investigate another tote company. Totes as a possible fundraiser TBD.

**TOWN BOARD LIAISON REPORT:** No report.

**ADJOURNMENT:** The meeting was adjourned on motion by K. Kirk, seconded by H. Carter