

MINUTES OF BOARD OF TRUSTEES MEETING
GREECE PUBLIC LIBRARY
Tuesday, April 12, 2016

PRESENT: William Murphy
Kevin Nasca
Shannon O'Keefe-Pero, Vice President
Anthony Wechsler
Gene Welch, President
Tracy Wooden

Cassie Guthrie, Library Director
Jonathan Hellmann, Town of Greece Finance Department
Keith C. Suhr, Librarian III & Recording Secretary

Excused: Jamie Slocum, Finance Officer

President G. Welch called the meeting to order at 4:33 pm.

ADOPTION OF THE AGENDA

MOTION: K. Nasca moved to approve the agenda as submitted. S. O'Keefe Pero seconded and the motion carried.

APPROVAL OF PRIOR MEETING MINUTES

MOTION: K. Nasca moved to approve the minutes of Tuesday, March 1, 2016 with one consistency correction. S. O'Keefe Pero seconded and the motion carried.

PUBLIC EXPRESSION

None.

CORRESPONDENCE

None.

NEW BUSINESS #1: Assurance for 2015 Annual Report for Public and Association Libraries

C. Guthrie asked if there were any questions regarding the draft 2015 Annual Report included as a pre-read in the board packet. She provided clarification in response to several questions and thanked Jonathan Hellmann from the Town of Greece Finance Department for attending the meeting and for his assistance with the financial portions of the report.

MOTION: S. O'Keefe Pero moved to give assurance that the library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and that the 2015 "Annual Report" was reviewed and accepted by the Library Board on 4/12/2016. W. Murphy seconded and the motion carried.

PRESIDENT'S REPORT

President G. Welch expressed gratitude to Finance Officer J. Slocum for her time and effort in preparing financial reports in advance of tonight's meeting and to Clerk II Sue Snyder for making formatting adjustments to the Voucher Summary Report to make it easier to review.

GREECE PUBLIC LIBRARY GIFT FUND REPORT

C. Guthrie asked if there were any questions regarding the Greece Public Library Gift Fund Revenue and Expense Report for the period February 29 – March 31, 2016 as prepared by J. Slocum.

MOTION: A. Wechsler moved to accept the Greece Public Library Gift Fund Report as submitted. T. Wooden seconded and the motion carried.

REVENUE REPORT

C. Guthrie asked if there were any questions regarding the Greece Public Library's Revenue Report for March 2016 as prepared by J. Slocum.

MOTION: K. Nasca moved to accept the Revenue Report as submitted. A. Wechsler seconded and the motion carried.

DIRECTOR'S REPORT

C. Guthrie reviewed her written report covering library operations, staffing, outreach and promotion efforts, programming and strategic planning highlights. She also shared information with trustees about a May 9 workshop offered through the Monroe County Library System with R. David Lankes. Lankes is a Professor and Dean's Scholar for New Librarianship at Syracuse University's School of Information Studies and the author of "Expect More: Demanding Better Libraries for Today's Complex World."

LIBRARY USAGE STATISTICAL REPORT

C. Guthrie reviewed library usage statistical report for February 2016.

LIBRARY STORY OF THE MONTH

C. Guthrie shared a Library Service Survey Card submitted by the leader of Girl Scout Troop 60972 expressing appreciation to Library Assistant B. Dobles. On March 24 the Troop met at the library to discuss graphic design for a badge. It was happenstance that when they entered, Betsy was demonstrating the library's graphics tablet as part of our "Cool Tech Gadgets in the Library Lobby" series. Betsy visited the girls at their work table and gave them an in-depth demonstration of the tablet.

TOWN LIAISON REPORT

C. Guthrie shared Deputy Supervisor Michelle Marini's report, including information about an upcoming visit from the Deputy Prime Minister to the Prime Minister of Greece which will include a tour of the library.

STRATEGIC PLANNING COMMITTEE PROGRESS REPORT

Committee Chair K. Nasca gave a report of committee activities.

NEW BUSINESS #2

C. Guthrie asked if there were any questions regarding the draft 2017-2019 Strategic Planning Process and Timeline included as a pre-read in the board packet. There were none.

MOTION: W. Murphy moved to approve the 2017-2019 Strategic Planning Process and Timeline as written. T. Wooden seconded and the motion carried.

OLD BUSINESS #1

C. Guthrie reviewed 2nd draft revision to Library Code of Conduct which incorporates adjustments requested by the library board at its March 1, 2016 meeting.

MOTION: K. Nasca moved to approve 2nd draft revision to Library Code of Conduct. A. Wechsler seconded and the motion carried.

NEW BUSINESS #2

MOTION: K. Nasca moved to authorize the appointment of KIRSTRA OTTO to the position of Librarian I effective April 4, 2016. W. Murphy seconded and the motion carried.

APPROVAL OF BILLS FOR PAYMENT

MOTION: A. Wechsler moved to approve the list of payables as presented. W. Murphy seconded and the motion carried.

ADJOURNMENT

MOTION: A. Wechsler moved to adjourn the meeting at 5:13 pm. T. Wooden seconded and the motion carried.

Minutes submitted by Keith C. Suhr, Recording Secretary

Approved by Greece Public Library Board at their 05-03-16 meeting