

MINUTES OF BOARD OF TRUSTEES SPECIAL MEETING
GREECE PUBLIC LIBRARY
September 18, 2017

PRESENT: Calli Marianetti
William Murphy
Kevin Nasca, President
Jamie Slocum, Finance Officer
Gene Welch

Cassie Guthrie, Library Director
Keith C. Suhr, Librarian III & Recording Secretary
Christine Qualey, Clerk I
Brian Marianetti, Town of Greece Attorney

EXCUSED: Shannon O'Keefe Pero, Vice President

ABSENT: Anthony Wechsler

K. Nasca called the meeting to order at 4:42pm.

ADOPTION OF THE AGENDA

MOTION: J. Slocum moved to approve the agenda as submitted. C. Marianetti seconded and the motion carried.

NEW BUSINESS #1

K. Nasca reviewed the Information Technology Draft Report of Examination from the New York State Office of the State Comptroller and noted that library officials requested several adjustments to language for clarity at the 9/8 exit conference and that these adjustments would be forthcoming in the Final Report.

K. Nasca also stated that as a result of questions from library officials at the 9/8 exit conference, the Office of the State Comptroller is now interpreting the "Information Breach Notification Policy" as a recommendation for libraries, rather than a legal requirement.

K. Nasca expressed gratitude to the board for making themselves available for this meeting and to C. Guthrie, C. Qualey and B. Marianetti for their efforts and thoroughness throughout the audit process.

NEW BUSINESS #2

MOTION: C. Marianetti moved to adopt the draft Use of Equipment and Information Technology by Library Staff Policy as written. J. Slocum seconded and the motion carried.

B. Marianetti stated that he has reviewed the Use of Equipment and Information Technology by Library Staff Policy and endorses its adoption by the library board.

NEW BUSINESS #3

MOTION: G. Welch moved to adopt the draft Technology Disaster Recovery Plan as written. W. Murphy seconded and the motion carried.

B. Marianetti stated that he has reviewed the Technology Disaster Recovery Plan and endorses its adoption by the library board.

NEW BUSINESS #4

MOTION: J. Slocum moved to adopt the draft Information Breach Notification Policy as written. C. Marianetti seconded and the motion carried.

B. Marianetti stated that he has reviewed the Information Notification Policy and endorses its adoption by the library board.

NEW BUSINESS #5

MOTION: C. Marianetti moved to authorize Greece Public Library Board President Kevin Nasca to sign the Response to Draft Report of Examination 2017M-130 letter as written. J. Slocum seconded and the motion carried.

ADJOURNMENT

MOTION: J. Slocum moved to adjourn the meeting at 5:15pm. C. Marianetti seconded and the motion carried.

Draft minutes submitted by Keith C. Suhr, Recording Secretary
Approved by Greece Public Library Board at their 10-03-17 meeting