

MINUTES BOARD OF TRUSTEES MEETING
GREECE PUBLIC LIBRARY
Tuesday, January 5, 2016

PRESENT: William Murphy
Kevin Nasca
Jamie Slocum
Anthony Wechsler
Gene Welch
Tracy Wooden

Cassie Guthrie, Library Director
Keith C. Suhr, Librarian III & Recording Secretary

EXCUSED: Shannon O'Keefe Pero

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

ADOPTION OF THE AGENDA

Agenda adopted as submitted.

APPROVAL OF PRIOR MEETING MINUTES

MOTION: J. Slocum moved to approve the minutes of December 1, 2015 as written. K. Nasca seconded and the motion carried.

PUBLIC EXPRESSION

None.

CORRESPONDENCE

Email received from Jim Belair, Coordinator – School Library Systems, Monroe 2 Orleans BOCES, expressing gratitude for the Minecraft literacy presentation given by Cathy Henderson, Librarian II to teachers and school librarians.

STAFF PRESENTATION

C. Guthrie and K. Suhr distributed and explained a draft version of the “2015 Collection Analysis / 2016 Budget Distribution” spreadsheet which is used to make collection budget decisions in 2016 using circulation data from the previous year.

PRESIDENT'S REPORT

G. Welch expressed gratitude to the Friends of the Greece Public Library for their efforts on behalf of the library, specifically the upcoming January book sale at the Mall at Greece Ridge.

GREECE PUBLIC LIBRARY GIFT FUND REPORT

C. Guthrie reviewed the Greece Public Library Gift Fund Revenue and Expense Report for the period December 1 – 31, 2015.

MOTION: B. Murphy moved to accept the Greece Public Library Gift Fund report as submitted. A. Wechsler seconded and the motion carried.

REVENUE REPORT

C. Guthrie reviewed the Greece Public Library Revenue Report for December 2015.

MOTION: J. Slocum moved to accept the Revenue Report as submitted. T. Wooden seconded and the motion carried.

DIRECTOR'S REPORT

C. Guthrie reviewed her written report covering library operations, staff, outreach and promotion efforts, and strategic planning highlights.

LIBRARY USAGE STATISTICAL REPORT

C. Guthrie reviewed library usage statistical report for November 2015.

TOWN LIAISON REPORT

Deputy Supervisor M. Marini submitted her report via email. G. Welch shared key points, including new police station construction on Town Campus, the favorable response to the library's Minecraft display in the Town Service Mall case and expressions of congratulations to the new officers of the library board.

OLD BUSINESS

None.

NEW BUSINESS #1

K. Nasca gave report of Nominating Committee, including slate of 2016 library board officer candidates for consideration.

MOTION: K. Nasca moved to approve the slate recommended by the Nominating Committee consisting of Gene Welch, President; Shannon O'Keefe Pero, Vice President; and Jamie Slocum, Financial Officer. T. Wooden seconded and the motion carried.

NEW BUSINESS #2

C. Guthrie requested any changes / updates in trustee contact information for 2016 roster. She will add 2016 officer information and forward to trustees.

NEW BUSINESS #3

MOTION: A. Wechsler moved to designate the Greece Post as the Greece Public Library Board of Trustees newspaper of record for 2016. B. Murphy seconded and the motion carried.

NEW BUSINESS #4

MOTION: B. Murphy moved to authorize Library Director C. Guthrie to approve advance payment of the following library expenditures for 2016 prior to claim audit: utility bills, including fuel, water, gas, electric, telephone and internet service, debt services, leases in excess of one year, postage and freight charges, pursuant to applicable state law. A. Wechsler seconded and the motion carried.

NEW BUSINESS #5

C. Guthrie shared documentation regarding a designated donation made to the Greece Public Library Gift Fund in the amount of \$300 to be directed to operations at the Barnard Crossing branch.

MOTION: K. Nasca moved to accept the designated gift and authorize C. Guthrie to direct the funds to DVD purchases at the Barnard Crossing branch. T. Wooden seconded and the motion carried.

OTHER BUSINESS

None.

APPROVAL OF BILLS FOR PAYMENT

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

ADJOURNMENT

MOTION: B. Murphy moved to adjourn the meeting at 5:21 pm. A. Wechsler seconded and the motion carried.

Minutes submitted by Keith Suhr, Recording Secretary

Approved by Greece Public Library Board at their 02-02-16 meeting