

MINUTESBOARD OF TRUSTEES MEETING
GREECE PUBLIC LIBRARY
Tuesday, March 1, 2016

PRESENT: Kevin Nasca
Shannon O'Keefe Pero, Vice President
Jamie Slocum, Finance Officer
Anthony Wechsler
Gene Welch, President

Betsy Dobles, Library Assistant
Michelle Marini, Deputy Supervisor/Town Liaison
Susan Snyder, Office Clerk II & Recording Secretary
Keith Suhr, Librarian III

EXCUSED: William Murphy
Tracy Wooden

President G. Welch called the meeting to order at 4:32 pm.

ADOPTION OF AGENDA

Agenda adopted with addition of New Business #4 regarding Director's request for technology upgrades in program rooms including a 50% deposit to be paid to Pro Audio Consulting in the payable cycle dated March 15, 2016.

APPROVAL OF PRIOR MEETING MINUTES

MOTION: A. Wechsler moved to approve the minutes of February 2, 2016 as written. S. O'Keefe Pero seconded and the motion carried.

PUBLIC EXPRESSION

None.

CORRESPONDENCE

None.

PRESIDENT'S REPORT

G. Welch acknowledged the article and photo in the Greece Post highlighting the library's partnership with Unity Hospital. G. Welch commented on his enjoyment of the email newsletter and also noted congratulations to Jennifer Preisser for winning the 2016 Pied Piper Award for the 1,000 Books Before Kindergarten and Baby Bugs Reading Program.

GREECE PUBLIC LIBRARY GIFT FUND REPORT

J. Slocum reviewed the Greece Public Library Gift Fund Revenue and Expense Report for the period February 1-26, 2016.

MOTION: S. O'Keefe Pero moved to accept the Greece Public Library Gift Fund Report as submitted. A. Wechsler seconded and the motion carried.

REVENUE REPORT

J. Slocum reviewed the Greece Public Library's Revenue Report for February 2016.

MOTION: A. Wechsler moved to accept the Revenue Report as submitted. S. O'Keefe Pero seconded and the motion carried.

DIRECTOR'S REPORT

K. Suhr reviewed the Director's written report covering library operations, staffing, outreach, programming and promotion efforts, and strategic planning highlights. He also shared information regarding the tax-aid program and its benefits and success at the library. G. Welch inquired about the traffic in the library on February 16, 2016 with the inclement weather and K. Suhr reported that from his perspective there was a steady flow of traffic that day.

LIBRARY USAGE STATISTICAL REPORT

K. Suhr reviewed library usage statistical report for January 2016.

TOWN LIAISON REPORT

M. Marini noted that the Town will make every effort to minimize parking disruptions on the Town Hall Campus during construction of the new police department. She reported that Jennifer Preisser will be recognized at the March Town Board meeting with a proclamation for winning the Pied Piper Award. She also informed trustees that longtime Town employee Paul Czapranski has passed away and that he will be honored at this year's tree planting ceremony. She also updated the board on West Winds Café and Catering's coordination with Town maintenance staff regarding infrastructure in the former vending machine area of the library.

OLD BUSINESS

G. Welch reviewed Director's memo and 2nd draft of 3D printing documents. M. Marini confirmed the age limit to 16. K. Nasca suggested a notice posted on the printer relating to copyright.

MOTION: S. O'Keefe Pero moved to approve 3D printing services at the Greece Public Library documents with stipulation that notice be posted on printer. K. Nasca seconded and the motion carried.

NEW BUSINESS #1

Director's memo and Town of Greece Library Cash Receipt and Cash Management Procedures dated January 2016 was reviewed. K. Nasca suggested no vote regarding procedures, only on matters of policy. Procedures recognized and accepted as written.

NEW BUSINESS #2

Proposed Library Code of Conduct revision was reviewed. Board felt that there should be more generic language for hover boards, scooters, skate shoes etc. to encompass a wider range of wheeled transport. C. Guthrie will be asked to make adjustment and bring 2nd draft revision to April meeting.

NEW BUSINESS #3

MOTION: S. O'Keefe Pero moved to appoint Sharon Gibson to the position of Librarian II effective February 27, 2016 and appoint Catherine Henderson to the position of Librarian III effective February 27, 2016. K. Nasca seconded and the motion carried.

NEW BUSINESS #4

J. Slocum reviewed quotes for technology upgrades in library program rooms including a request for 50% deposit to be paid to low bidder Pro Audio Consulting in the payable cycle dated March 15, 2016. K. Suhr answered questions regarding need for upgrades.

MOTION: A. Wechsler moved to approve technology upgrades in library program rooms through Pro Audio Consulting. J. Slocum seconded and the motion carried.

APPROVAL OF BILLS FOR PAYMENT

J. Slocum reviewed and answered questions regarding specific expenditures.

MOTION: K. Nasca moved to approve the list of payables as presented. S. O'Keefe Pero seconded and the motion carried.

ADJOURNMENT

MOTION: S. O'Keefe Pero moved to adjourn the meeting at 5:03 pm. J. Slocum seconded and the motion carried.

Minutes submitted by Susan Snyder, Recording Secretary

Approved by Greece Public Library Board at their 04-12-16 meeting