

MOHAWK VALLEY LIBRARY SYSTEM

BOARD OF TRUSTEES

August 25, 2011

MINUTES

PRESENT: Jane Borrelli, Margaret Carballeira, Betty Cleary, Cheryl Cufari, Patricia Franco, Marion Grimes, Barbara Madonna, René Roser, and Carol Clingan, Director.

EXCUSED: Sarah Beekman, Bonnie Kerr, Ellen McHale, and Jean Wildgrube

GUESTS: Tom Gessick, Colleen Izzo, Kathleen Insero, Sue Rokos

President Betty Cleary called the meeting to order at 9:35 am. She introduced Tom Gessick from T.M Byxbee, Jane Borrelli from Northville, and Barbara Madonna from Gloversville.

Tom Gessick, from T.M Byxbee presented the 2010 Audit Review. A draft report was distributed to trustees and was sent electronically before the meeting. He discussed the report and stated there were no causes of concern. He noted 2009 and 2010 retirement payments were made in 2010 and the 2010 state aid was received in 2011 are reflected in deficit figures for 2010. Carol asked whether the board should consider a full audit after a number of years with just a review. He recommended a full audit every 3rd or 5th year.

Betty asked about the IRS 990. This was completed by T.M Byxbee and filed in July (in advance of the August 15 deadline). As part of the 990, the IRS requires that an organization note certain policies. T.M. Byxbee had recommended an annual affirmation of Conflict of Interest policy by trustees. Carol explained that our attorney, Kathryn McCary, had advised that this was not necessary due to the size of the organization and the manner in which our trustees are elected. The board may wish to consider this.

Betty Cleary thanked Tom Gessick and stated the Board is pleased with the report.

TRUSTEE RESIGNATIONS

Betty Cleary read letters of resignation from Lisa Cardilli, Barbara Germain and Colleen Izzo.

MOTION: To accept with regret, resignations from Lisa Cardilli, Barbara Germain and Colleen Izzo. Cuffari/Grimes. Passed.

MOTION: To elect Jane Borelli to fill the unexpired term of Colleen Izzo representing Fulton County, and Barbara Madonna to fill the unexpired term of Barbara Germain representing the Director's Council. Franco/Carballeira. Passed.

Margaret Carballeira moved; Patty Franco seconded approval of the minutes from June 16, 2011 as presented. All approved.

The **Director's Report** for June and July were distributed before the meeting. Carol reported:

1. All 2011 state aid has been received. Forms were submitted to the state for LLSA and LSSA for the final 10% for those programs. MVLS verified all member libraries have met minimum standards.
2. The School District Public Libraries were sent information regarding the 2% tax cap and the effect on the library budgets. The status of how funding initiatives on the school district and municipal ballots will address the tax cap is still unclear. Carol will forward new information as it is received.
3. A library funding workshop will be held Saturday, September 17, 2011 at the Canajoharie Library. Libby Post is the presenter. Libraries are strongly urged to attend.
4. Carol announced she will retire at the end of November.

Barbara Madonna reported for the **Directors' Council**. She stated the Council has not met. Libraries are winding down the summer reading programs, and the NYSCA book discussions are ongoing.

During **Privilege of the Floor**, Sue Rokos, Lois Gordon, Val Catlin and Carol attended the opening of the Library of Congress traveling exhibit at the Amsterdam Free Library. They also visited the new Fort Hunter Free Library. Betty Cleary shared newspaper clippings from several member library events.

2010 AUDIT REVIEW

Betty Cleary presented the following:

MOTION: To approve the 2010 Audit Review as presented.
Cufari/Wildgrube. Passed.

TREASURER REPORT

Margaret Carballeira reported 2011 state aid funds have been received. Expenses have been kept to a minimum. She explained the CDARS program to new board members.

COMMITTEE REPORTS

AUDIT AND FINANCE

Treasurer Margaret Carballeira presented the Financial Statements for June and July 2011 and Payment Schedules for June and July 2011.

Statements of Financial Position:

MOTION: To accept for audit the Statements of Financial Position for June and July 2011.
Committee. Passed.

Payment Schedules:

MOTION: To approve Payment Schedule #6 for June in the amount of \$68,576.74 and Payment Schedule #7 for July in the amount of \$208,879.13.
Carballeira/Grimes. Passed.

BUILDING & EQUIPMENT

René Roser reported the parking lot will be sealed this weekend. He advised seeking a professional to resolve the bees' nests in the lawn if needed.

LIBRARY SERVICES

A meeting will be scheduled for early October to address Public Library Construction grants and for planning for the system Plan of Service. Staff is developing a new member survey and procedure for plan development.

ELECTION OF OFFICER

With Colleen's resignation, the office of Vice President needs to be filled. Cheryl Cufari was nominated to fill this position.

MOTION: To elect Cheryl Cufari as Vice President.
Committee. Passed.

PERSONNEL

A meeting is scheduled following the business meeting. A chairperson is needed for the Committee.

JOINT AUTOMATION COUNCIL

No meeting.

NEW BUSINESS

JOINT AUTOMATION COUNCIL

Betty presented the following:

MOTION: To elect Terry Pavoldi as MVLS representative to the Joint Automation Council.
Cufari/Grimes

DIRECTOR SEARCH COMMITTEE

Discussion followed on the need for a Search Committee for a new director. Marion Grimes noted that the President needs to appoint an ad hoc committee for this purpose. There should be staff and member library representatives on the group.

COMMITTEE LIST

A revised Committee List will be distributed at the September meeting.

OCTOBER BOARD MEETING

Carol noted that the October meeting will be held at the Northville Public Library.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:35 A.M.

Respectfully submitted,

Patty Franco
Secretary

NEXT MEETING:

Date: Thursday September 15, 2011

Time: 9:30 a.m.

Place: MVLS Service Center