

MOHAWK VALLEY LIBRARY SYSTEM

BOARD OF TRUSTEES

June 21, 2012

MINUTES

PRESENT: Sarah Beekman, Jane Borrelli, Betty Cleary, Cheryl Cufari, Mary France, Patricia Franco, Marion Grimes, Bonnie Kerr, Barbara Madonna, Ellen McHale, René Roser, Janet Sand, Jean Wildgrube and Eric Trahan, Director.

GUESTS: Kathleen Insero, Sue Rokos

President Betty Cleary called the meeting to order at 9:30 am. She welcomed Eric Trahan, as the new Executive Director.

ELECTION OF OFFICERS

On behalf of the nominating Committee, Sarah Beekman presented the slate of nominees for Board officers.

- President Cheryl Cufari
- Vice President Sarah Beekman
- Treasurer Ellen McHale
- Secretary Patricia Franco

There were no nominations from the floor. The President asked for a motion to accept the slate as presented. The Secretary, Patty Franco, was asked to cast one vote and the motion was unanimously carried. It was noted that Mary France is the Auditor, and Barbara Madonna is the Alternate Auditor.

MOTION: To accept the slate as presented.
Committee. Passed.

Betty Cleary thanked Sue Rokos for doing a wonderful job as Interim Director. All of the MVLS staff was thanked for keeping the MVLS Service Center running smoothly during the transitional phases.

Janet Sand moved; Bonnie Kerr seconded approval of the minutes from April 19, 2012 and May 16, 2012 as presented. All approved.

The **Interim Director's Report** for May was distributed before the meeting. Eric Trahan reported:

1. CDLC has opted to leave the delivery business. An alternate way to deliver items between SALS and MVLS has resulted in a \$75 weekly increase for MVLS beginning July 1. This will incur a \$2,000 increase in the delivery budget for the remainder of the year. A meeting scheduled for later today will look at ways to keep other CDLC stops in the delivery system.
2. Terri Flower's husband had heart surgery and is doing fine. Terri announced she will retire in September after being employed more than 25 years at MVLS.

Barbara Madonna reported the **Directors' Council** has not met. There are several new Directors' within the system. She will contact Michael Burnett to schedule a meeting.

During **Privilege of the Floor**, Betty shared newspaper clippings from several member library events. Betty shared a letter from Peter Lopez thanking her for meeting with him on Library Lobby Day. A thank-you card from Carol Clingan for her retirement gift was received. Cheryl Cufari reported the Schenectady County Public Library has started the One County One Book program by asking for nominations of great reads. They have started using their Facebook page to reach out to the community. A new culinary program highlighting chefs and authors is being presented. Schenectady's Director, Andy Kulmatiski is retiring. A search for his replacement has started.

TREASURER REPORT

Eric Trahan reported 2012 state aid funds have not been released. Cheryl Cufari presented the Financial Statements for April and May 2012 and Payment Schedules for April and May 2012.

Statements of Financial Position:

MOTION: To accept for audit the Statements of Financial Position for April and May 2012. Committee. Passed.

Payment Schedules:

MOTION: To approve Payment Schedule #4 for April in the amount of \$62,835.54 and Payment Schedule #5 for May in the amount of \$65,598.71. Kerr/Wildgrube. Passed.

COMMITTEE REPORTS

Cheryl Cufari thanked all the trustees for volunteering to serve on the committees. She stated the Building & Equipment and Library Services committee's had more than the required members, and is changing them to be "Committees of the Whole" for this year.

AUDIT AND FINANCE No Meeting

AWARDS

Marion Grimes thanked Bonnie Kerr and Patty Franco for serving on the Awards Committee via long distance through telephone and email communications. She was sorry to have missed the Annual Dinner due to her health, but was very happy for the award recipients, Northville Public Library and the Schoharie Volunteers.

BUILDING & EQUIPMENT

René Roser reported the annual walkabout will take place after the business meeting. A seasonal contract was signed for the lawn care.

LIBRARY SERVICES

Patty Franco reported meetings will be scheduled to discuss the Public Library Construction Grants, Direct Access, and Plan of Service. All are due to the state in the fall. Barbara Madonna noted the state is implementing a new application process for the construction grants.

NOMINATING

Sarah Beekman noted René Roser's term will expire in 2013.

PERSONNEL

Cheryl Cufari and Marion Grimes will Co-Chair the Personnel Committee. Cheryl noted the process for Eric's employment is complete.

JOINT AUTOMATION COUNCIL

Eric reported the JA Council is scheduled to meet July 11 to discuss ongoing issues.

NEW BUSINESS**Reorganization Motions:**

The following Reorganization Motions were presented:

MOTION: To approve NBT as the official bank of the Mohawk Valley Library System. Madonna/Wildgrube. Passed.

MOTION: To designate The Daily Gazette as the official newspaper for the Mohawk Valley Library System. Wildgrube/Borrelli. Passed.

MOTION: To authorize the President, Vice President, or Treasurer to sign checks for the Mohawk Valley Library System and the MVLS/SALS Joint Automation System. Wildgrube/Franco. Passed.

COMMITTEE ASSIGNMENTS

Cheryl noted the Committee List was included in board packets. She noted the following:

1. Audit & Finance: Mary France, Auditor; Barbara Madonna, 2nd Auditor
2. Personnel: Eric's evaluation will be done in December. The CSEA Contract expires in December.
3. Joint Automation Council Representatives are Eric Trahan, Cheryl Cufari, and Michael Burnett. A vacancy will occur with Andy Kulmatiski's retirement.

BUDGET UPDATE

No report. The state has not released funds.

CERTIFICATIONS

- MOTION:** To approve the 2012-2013 Central Library Development Aid budget application for State Aid.
- MOTION:** To approve the Central Book Aid received in 2011 has been expended for adult non-fiction or foreign language materials in print, non-print or microform.
- MOTION:** To approve the Certification of the 2012-2013 MVLS Budget Application for State Aid.

The above three motions were approved as one.

Sand/Madonna. Passed.

CDLC BOARD REPRESENTATIVE

- MOTION:** To Appoint Eric Trahan as MVLS representative to the CDLC Board of Trustees beginning July 1, 2012.
- Madonna/Wildgrube. Passed.

2012-2013 BOARD MEETING SCHEDULE

A schedule of meetings was included in the board packet. **August 9, 2012** was scheduled due to a scheduling conflict. Jean Wildgrube will contact Andy Kulmatiski at Schenectady to inquire if the August meeting can be held there.

- MOTION:** To approve the Schedule of Meetings for 2012-2013.
- Wildgrube/Kerr. Passed.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:15 A.M.

Respectfully submitted,

Patty Franco
Secretary

NEXT MEETING:

Date: Thursday August 9, 2012
Time: 9:30 a.m.
Place: TBA

Reminder: No July Meeting