

MOHAWK VALLEY LIBRARY SYSTEM

BOARD OF TRUSTEES

October 17, 2013

Middleburgh Library

MINUTES

PRESENT: Gordon Beebe, Sarah Beekman, Jane Borrelli, Betty Cleary, Cheryl Cufari, Mary France, Patricia Franco, Barbara Madonna, and Eric Trahan, Director.

EXCUSED: Marion Grimes, Bonnie Kerr, Ellen McHale, Janet Sand, and Debby Wyngowski.

GUESTS: Kathy Insero, and Sue Rokos

President Cheryl Cufari called the meeting to order at 9:30 am. She introduced Ron Barrows of The Barrows Group. Mr. Barrows presented a proposal to assist MVLS in the establishment and marketing of a foundation to benefit the System and its Member Libraries.

Betty Cleary moved; Jane Borrelli seconded approval of the minutes from September 19, 2013 as presented. All approved.

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

1. All state aid has been received except the final 10% of LLSA and LSSA.
2. He will attend the SCPL Board of Trustees meeting tonight to inform them of the system's role and the benefits to their library. He is also attending the St. Johnsville Board of Trustees meeting to discuss charter information.
3. Eric asked Trustees to spread the word and visit ALA's *The Declaration for the Right to Libraries* link to sign the petition. <http://www.ilovelibraries.org/declaration/sign>

Barbara Madonna reported the **Directors' Council** met October 10, 2013. Eric is producing notes for distribution to MVLS Trustees and Member Library Directors.

During **Privilege of the Floor**, Sarah Beekman welcomed the Board to the Middleburgh Library and offered tours. Betty Cleary shared newspaper clippings of member library's events. Cheryl Cufari reported the Schenectady County Public Library Friends were honored at the Building Blocks Gala event in Schenectady.

TREASURER REPORT

Eric Trahan presented the Statement of Financial Position and the Payment Schedule for September 2013.

Statements of Financial Position:

MOTION: To accept for audit the Statements of Financial Position for September 2013. Committee. Passed.

Payment Schedules:

MOTION: To approve Payment Schedule #9 for September in the amount of \$158,256.74. Cleary/Franco. Passed.

COMMITTEE REPORTS

AUDIT AND FINANCE

Eric reported the Committee met to prepare the 2014 Budget and look at the long term projections. It will be presented at the Budget Hearing prior to the November meeting.

LIBRARY SERVICES

The Committee will meet following the November business meeting to discuss the Library Collection Policy. Eric will send a draft copy via email for review.

PERSONNEL

Eric Trahan reported the part-time clerk's hours were reduced to twelve hours per week. He asked to amend the Personnel Manual's break time policy.

MOTION: To approve a 15 minute break for every 3 hours consecutively worked.
Cleary/France. Passed.

JOINT AUTOMATION COUNCIL

Eric presented the draft JA Agreement with proposed amendments. It will be presented for approval to the JA Council after both System Boards approve it.

MOTION: To approve the Joint Automation Agreement.
Cleary/Beekman. Passed.

Eric presented an overview of the Joint Automation 2014 Budget. He noted a 2% increase in the salary line. JA staff is included with the SALS payroll and benefits. Equipment and software expenditures are high due to needed server upgrades. System in-kind expenses with explanations were included.

MOTION: To approve the Joint Automation 2014 Budget as presented.
Cleary/France. Passed.

Eric announced the JA Finance Committee will hold an open meeting October 29, 2013, 10:00 a.m. at the Clifton Park – Halfmoon Library. Line items, fund balance, and 2015 fees will be discussed.

UNFINISHED BUSINESS**FUNDRAISING/FOUNDATION DISCUSSION**

Eric will gather information on financial issues. Discussion will resume at the November meeting.

STAFF APPRECIATION BRUNCH

Cheryl Cufari will coordinate a staff appreciation brunch in December.

NEW BUSINESS**2014 GOALS**

Eric presented the *Goals From Board Brainstorming Sessions* document. He asked trustees to review it and comment at the November meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:30 a.m.

Respectfully submitted,

Patty Franco
Secretary

NEXT MEETING:

Date: Thursday November 21, 2013
Time: 9:30 a.m.
Place: MVLS