

MOHAWK VALLEY LIBRARY SYSTEM

**BOARD OF TRUSTEES**

April 17, 2014

MVLS Service Center

**MINUTES**

**PRESENT:** Sarah Beekman, Jane Borrelli, Betty Cleary, Cheryl Cufari, Mary France, Patty Franco, Marion Grimes, Bonnie Kerr, Barbara Madonna, Janet Sand, Keith Seeber, Debby Wyngowski, and, Eric Trahan Director.

**EXCUSED:** Gordon Beebe

**GUESTS:** Kathy Insero

President Cheryl Cufari called the meeting to order at 9:30 a.m. She thanked Marion Grimes for all the service she had contributed to the Board since 1990. The Board said goodbye with regrets and stated Marion was a huge inspiration. Marion thanked all the committee members she worked with and stated the service she provided could not have been done without them.

The March 20, 2014 meeting minutes were accepted as submitted.  
Cleary/Sand. Passed.

The **Director's Report** for March was distributed prior to the meeting. Eric reported:

- He attended the Fort Hunter Free Library Board Meeting and will assist the library in the fall with focus groups to build community interest. Eric stated he will do focus groups and trustee training workshops at member libraries upon request.
- The lawn damage will be repaired this weekend. Asphalt damage will be repaired next. The parking lot also needs to be seal coated.
- The restroom grab bars will be installed soon.
- Rise Engineering assessed the building for electricity usage and cost. The report and proposal will be provided with an estimated savings amount. He noted the exterior lights and some interior light fixtures in the boardroom and offices could be replaced for an immediate savings to our electricity usage and cost. National Grid's program will pay 1/3 of the cost and MVLS can repay 2/3 of the cost over a two-year period.

There was no **Director's Council** report.

During **Privilege of the Floor** Betty Cleary and Bonnie Kerr shared library news. Cheryl Cufari reported the One County One Book activities at Schenectady were ongoing. The author fundraiser was successful and a trip to the Essex Farm is planned. Information is on the SCPL website. Sarah Beekman reported the Middleburgh Library Mini-Golf fundraiser and Wine & Cheese tasting events were also successful.

**TREASURER'S REPORT:** Eric Trahan presented the financial statements for March 2014 and Payment Schedules for March 2014. He reported expenditures were routine. Budget amendments will be needed for the Building Repairs line due to the parking lot and lawn damage.

**Statements of Financial Position:**

**MOTION:** To accept for audit the Statements of Financial Position for March 2014.  
Cleary/Kerr. Passed.

**Payment Schedules:**

**MOTION:** To approve Payment Schedule #3 for March in the amount of \$116,095.79.  
Cleary/Beekman. Passed.

**COMMITTEE REPORTS****AUDIT AND FINANCE**

No report.

**AWARDS COMMITTEE**

Marion Grimes happily reported the Committee will meet following the business meeting. There were four very diverse Library Recognition Award nominations and one Trustee Award nomination. Awards will be given out at the annual dinner meeting.

**BUILDING&EQUIPMENT**

Betty Cleary reported the lawn damage will be repaired and the restroom grab bars will be installed. Eric noted the annual building and grounds inspection will follow the June business meeting.

**LIBRARY SERVICES**

No report.

**NOMINATING COMMITTEE**

Bonnie Kerr thanked Cheryl Cufari with great appreciation for leading the MVLS Board. She reported the slate of officers for election is complete. Cheryl stated a representative for Schenectady County will be nominated at the annual meeting.

**PERSONNEL**

No Report

**JOINT AUTOMATION COUNCIL**

No report.

**UNFINISHED BUSINESS****COMMITTEE LIST**

Cheryl Cufari distributed the 2014-2015 Committee List to trustees for revisions.

**2014 GOALS**

Eric presented the edited version of the 2014 MVLS Board Initiatives.

**MOTION:** To approve and implement the 2014 MVLS Board Initiatives.  
Grimes/Cleary. Passed.

**NEW BUSINESS****MVLS FOUNDATION**

Cheryl Cufari stated the Steering Committee is seeking volunteers to serve on the Foundation Board and also networking contributors to approach for funding sources. Eric commended the Committee and Ron Barrows on the progress thus far. He distributed draft copies of the brochure, pledge card, call for support document, and bylaws. Eric asked trustees to review all the documents and respond to him with questions and comments. Eric will attend the Schenectady County Public Library Board meeting next week to introduce the Foundation and then will visit other member library boards. A presentation will be made at the annual meeting. Upon receipt of the Certificate of Incorporation from the State Education Department, the

Foundation Board will meet to approve bylaws, elect officers, and create policies. They will then apply to the IRS for tax exempt status. The Barrows Group contract was discussed.

**NEW TRUSTEE**

Cheryl Cufari noted Debbie Peters has been nominated to fill the Schenectady County vacancy left by Marion Grimes whose second term expires in June. Marion has actually served four terms, chaired several committees and was President in 1999.

**2013 MVLS STATE ANNUAL REPORT CERTIFICATION**

**MOTION:** To approve the State Annual Report Assurances concerning the 2013 State Annual Report, the MVLS Plan of Service and the 2014 Budget Summary. Madonna/Cleary. Passed.

**ANNUAL MEETING**

The Annual meeting is **May 21, 2014** at the River Stone Manor in Glenville. Reservations are due by May 7, 2014.

**TIME AND PLACE OF NEXT MEETING:**

Date: June 19, 2014

Time: 9:30 a.m.

Place: MVLS Service Center

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:50 a.m.

Respectfully submitted,

Patti Franco, Secretary