



Red Jacket Community Library

MINUTES

13 NOVEMBER 2012

BOARD OF TRUSTEES REGULAR MEETING

7:00 PM

TRUSTEE ROLL CALL (PRESENT; ABSENT)

- JANINE BOOR
- JOAN CAPRON
- BEV CHRYSLER
- NICOLE COYNE, PRESIDENT
- ANN GULICK
- ROXIE MERITHEW
- RANDALL OTT, SECRETARY

- ARLENE REEVES
- SALLY SCHAERTL
- CHELLIE VANAKEN

OTHERS PRESENT:

- STACEY WICKSALL, DIRECTOR
- RITA LONNEVILLE, TREASURER

THE MEETING WAS CALLED TO ORDER BY PRESIDENT N. COYNE AT 7:05 PM. FRANK STOWELL FROM ANDERSON-VANHORNE ASSOCIATES SENT A PROPOSAL AND QUOTES FOR LIABILITY INSURANCE COVERAGE. TRUSTEES WERE ASKED TO REVIEW THE INFORMATION AND PASS QUESTIONS TO THE DIRECTOR PRIOR TO HIS PRESENTATION AT THE DECEMBER MEETING.

PUBLIC OR STAFF COMMENT

THE FOLLOW-UP RESPONSE TO THE RADON GAS QUESTION FROM THE OCTOBER MEETING IS THAT A RADON GAS TEST HAS NOT BEEN PERFORMED AT THE SCHOOL/LIBRARY RECENTLY.

MEETING MINUTES

DRAFT MINUTES FROM THE OCTOBER MEETING WERE PRESENTED.

RESOLVED, THAT MINUTES OF THE 9 OCTOBER 2012 REGULAR MEETING ARE APPROVED AS PRESENTED; MOTION BY A. REEVES, SECOND BY A. GULICK, AND UNANIMOUSLY CARRIED.

FINANCIAL REPORTS

R. LONNEVILLE PRESENTED OCTOBER FINANCIAL REPORTS. BOTH THE \$10 000 NYS GRANT GARNERED BY SENATOR NOZZOLIO AND THE \$161 480 TAX REVENUE HAVE BEEN RECENTLY RECEIVED, BUT WILL NOT SHOW UNTIL THE NOVEMBER FINANCIAL REPORT. THE MONTHLY LIST OF EXPENDITURE VOUCHERS WAS REVIEWED.

RESOLVED, THAT THE FINANCIAL STATEMENTS DATED 31 OCTOBER 2012 ARE RECEIVED AND SUBJECT TO AUDIT; MOTION BY A. REEVES, SECOND BY J. CAPRON, AND UNANIMOUSLY CARRIED.

RESOLVED, TO APPROVE EXPENDITURES IN THE AMOUNT OF \$6235.89 AND AUTHORIZE PAYMENT OF INVOICES FOR NOVEMBER; MOTION BY J. BOOR, SECOND BY B. CHRYSLER, AND UNANIMOUSLY CARRIED.

DIRECTOR'S REPORT

S. WICKSALL PRESENTED THE NOVEMBER LIBRARY REPORT. HIGHLIGHTS INCLUDE THE FOLLOWING:

- THE LIBRARIAN I EXPERIENCE TEST IS NOW ON-LINE AND WILL BE RATED IN DECEMBER.
- THE LIBRARY WON A DICUT MACHINE WITH SET OF DIES AT THE SUPPORT STAFF CONFERENCE. IT IS COMPATIBLE WITH THE SCHOOL OWNED DIES.
- INGRAM IS OUR NEW BOOK VENDOR.

THE FRIENDS OF THE LIBRARY HAVE ARRANNGED A DONOR SALUTE TO BE HELD ON DECEMBER 1. A. GULICK AGREED TO SPEAK ON BEHALF OF THE BOARD OF TRUSTEES TO RECOGNIZE THE DONATIONS IN HONOR OF MARJORIE V. HUFFMAN.

THE SCHOOL CAPITAL PROJECT AND CARPET AND LIGHTING PREPLACEMENT WAS DISCUSSED.

IT WAS ALSO DISCUSSED THAT THERE ARE REASONS FOR A JOINT COMMITTEE MEETING. R. OTT WILL CONTACT SCHOOL COMMITTEE MEMBERS AND SET UP A MEETING

UPON DISCUSSION IT WAS AGREED BY CONSENSUS TO KEEP VACATION LEAVE BASED ON THE CALENDAR YEAR, RATHER THAN FISCAL YEAR. PAYCHEX CALCULATES VACATION TIME AND PAYROLL OPERATES ON THE CALENDAR YEAR.

COMMITTEE REPORTS

POLICY POLICY 400-4 WAS DISTRIBUTED WITH CHANGES APPROVED AT THE OCTOBER MEETING.


NOMINATING ON BEHALF OF THE BOARD OF TRUSTEES N. COYNE ACCEPTED THE RESIGNATION OF CAROLE MINK WITH REGRET, EFFECTIVE OCTOBER 31, 2012. CAROLE'S VACCANCY ALSO LEAVES THE VICE-PRESIDENT POSITION VACCANT. N. COYNE WILL CONTACT RUBY MORRISON TO DETERMINE HER INTEREST IN SERVING ON THE BOARD.

ADJOURNMENT

RESOLVED, THAT THE MEETING ADJOURN AT 8:07; MOTION BY A. REEVES AND SECOND BY A. GULICK WITHOUT OBJECTION.

RESPECTFULLY SUBMITTED,

1/6/2013

X 

R. Ott
Secretary
Signed by: Randall Ott