



Red Jacket Community Library

MINUTES

9 Nov 2015

BOARD OF TRUSTEES REGULAR MEETING

7:00 PM

TRUSTEE ROLL CALL

<p>TRUSTEE PRESENT:</p> <p>NICOLE COYNE, PRESIDENT SALLY SCHAERTL KIM MOYER, SECRETARY BARBARA MURPHY ANGELA PAYNE, VICE PRESIDENT THERESA SCHLOSSNAGLE ROXIE MERITHEW ANN GULICK LORI FOSTER</p>	<p>OTHERS PRESENT:</p> <p>SETH JACOBUS, DIRECTOR RITA LONNEVILLE, TREASURER PAT AYRES, VISITOR, RJCL FRIENDS ROGER LONNEVILLE, VISITOR</p> <p>TRUSTEE ABSENT:</p> <p>JILL PERSSON STEPHANIE HUTSON ANN GULICK</p>
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The meeting was called to order by President N. Coyne at 7:00 pm.

New Business

Compliments/Complaints

P. Ayres shared the “Friends of the RJ Library” brochure. They are always looking for new members. They are looking at ways to recognize memorial gifts for families and considering an annual award for the RJCL “BFF”. The Friends of RJCL annual meeting will take place Saturday, November 14th.

A complaint was received from a patron regarding the 1 hour computer usage policy. The patron sent multiple emails to several local libraries expressing her unhappiness with the limited time use on public computers. President Coyne sent an email to the patron to explain the policy and how it was written to allow time for all patrons to use the computers. We may need to review the policy.

S. Jacobus mentioned that the most recent RJ cross country track meet was handled much better than the last one in regards to parking and library usage.

Meeting Minutes

RESOLVED to approve minutes of the 19 Oct 2015 meeting minutes as presented; motion by R. Merithew second by A. Payne and unanimously carried.

Financial Reports

R. Lonneville presented financial reports for October 2015. Rita shared that funds (tax levy check) have been received from RJCS.

RESOLVED to receive financial statements, subject to audit, dated 31-Oct-2015; motion by R. Merithew, second by A. Payne and unanimously carried.

RESOLVED to approve vouchers and authorize payment for bills in the amount of \$34,863.04 for October 2015 subject to audit. Motion by A. Payne, second by R. Merithew and unanimously approved. Details as follows:

- Payroll: \$4,561.00 (15-Sept through 28-Sept), \$4,276.01 (29-Sept through 12-Oct), \$4,340.31 (13-Oct through 26-Oct) Total \$13,177.32.
- Debit Purchases: \$1,040.03
- Checks: \$26.37
- Other unpaid bills total \$20,619.32. This amount represent \$16,882.00 retirement shares that are due.

R. Lonneville presented the brochure on the NYS Deferred Compensation Plan which is available for all RJCL employees. This is an additional benefit for NYS employees; 457(b) Plan. S. Jacobus is interested.

RESOLVED to adopt a resolution for RJCL employees to join. Motion by R. Merithew, second by T. Schlossnagle and unanimously carried.

Director's Report

S. Jacobus presented the Director's report dated October-2015 including the following items:

- Programming- Trunk or Treat was a success with a good turnout.
- Seth contacted Kim Brown at RJCS to inquire about our tax levy check. She issued the check and R. Lonneville has received and recorded it.
- Seth sent the cash register in for needed repairs (new circuit board).
- Seth received two quotes for the repair of the drop box. The Board reviewed and discussed the quotes and decided that Ruggles World of Auto Body would be contracted to do the work.

RESOLVED to contract Ruggles World of Auto Body to repair the dropbox. Motion by T. Schlossnagle second by R. Merithew and unanimously carried.

Committee Reports

Old Business

Handicap door update- It was confirmed that we need RJCS Board approval and that there would be no use during school hours. R. Lonneville will approach the school board on behalf of RJCL at the 18-November meeting. This will be for the door access install only. The electric installation will be handled separately.

Correspondence and Communication

Next meeting is scheduled for **14-December-2015**. Feel free to bring items to donate for the holiday season; books, hats, gloves. Those who wish may also bring a holiday treat to share.

Adjournment

RESOLVED to adjourn the meeting at 8:10. Motion by A. Payne and second by R. Merithew and unanimously carried.

Respectfully submitted,

Kim Moyer