

CUBA CIRCULATING LIBRARY  
BOARD OF TRUSTEES MEETING

Sept 12, 2016

Present: Jamie Achey, Kirsten Benham, Christine Berardi, Connie Doyle, Marsha Long, Michele Miller, Jamie Murphy, Fred Pearce, Bob Rasmusson, Lorraine Sirianni, Robin Valeri, Leah Weber, Tina Dalton, Patricia Linderman

Absent: Eric Talbot

1. The meeting was called to order by President Robin Valeri at 5:30 p.m.
2. Public Comment- None
3. Friends of the Library- Twila Barr, Pat Ash presented treasurer's report and budget status report (see attached).
4. Minutes of the August meeting were read.
  - a. Corrections: None
  - b. Motion to accept corrected minutes by Michele Miller
  - c. Seconded by Jamie Murphy
  - d. All in favor; minutes accepted.
5. Financial Secretary's Report (see attached)
  - a. Motion to accept corrected report by Michele Miller
  - b. Seconded by Christie Berardi
  - c. All in favor, Financial Report accepted.
6. Directors' Reports (see attached)
  - a. Leah gave a brief description of new books and DVDs.
  - b. Leah presented a review of her monthly report.
  - c. Tina gave a brief description of new books.
  - d. Tina presented a review of her monthly report.
7. Committee Reports
  - a. Finance- Committee is continuing budget discussions.
  - b. Building and Grounds- (see Director's report) Committee requested to purchase holiday wreaths and greenery to decorate the library, with a budget of \$300.00. Motion to approve by Connie Doyle, seconded by Marsha Long; all in favor, motion carried.

- c. Personnel- Committee met to discuss updates to policy (see attached).
  - d. Acquisitions/Art Gallery- No current display in the community room. Map of Cuba has been framed and is ready to be hung in the library.
  - e. Planning- None.
  - f. Programs- (see Director's report)
  - g. Technology- None.
  - h. Nominating- None.
8. Unfinished Business- None.
9. New Business- Personnel policy changes discussed (see attached). Personnel committee will be meeting with the Finance committee to discuss current pay rates. The committee would like to separate the pay scale from the policy into an appendix or addendum, as the pay rate changes every year. Policy also needs to be updated to reflect changes in overtime rules for NY State. BOT members have noticed that patrons are smoking right outside the library entrance, in violation of law that prohibits smoking within 15 feet of entrances for public buildings. The library will hang a no smoking sign and move the ash tray.
10. Motion to adjourn by Christine Berardi  
Seconded by Marsha Long  
Meeting adjourned at 6:55pm

Respectfully submitted,

Patricia Linderman