

HPL
Board of Trustees

**Meeting Agenda
January 9, 2008
Wednesday 6:15 p.m.**

APPROVAL OF MINUTES – December 12, 2007

CORRESPONDENCE

DIRECTOR'S REPORT

FINANCES

1. Budget Report
2. Revenue Report
3. Payment Library Bills
4. Trustee Gift Fund
5. Trustee Endowment
6. Friends Book Sale
7. Pay 2008 NYSALB Dues

COMMITTEE REPORTS

UNFINISHED BUSINESS

NEW BUSINESS

1. Election of Officers
2. Review Board By-Laws and Statement of Policy

FUTURE AGENDA ITEMS

1. Goals-Discuss for coming year – Evaluate Long-Range Plan
2. Minerva Campbell Contest
3. Review ADA Compliance
4. Review BFR Procedure
5. Review Incident/Injury Procedure

FUTURE ACTIVITIES

1. Staff Holiday Party Friday, January 18, Locust Hill Country Club 6:00 p.m. Dinner at 7:00 p.m.

NEXT MEETING – February 13, 2007

ADJOURN

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Present: Virdell Robbins, Tina Thompson, Jim Gaudet, David Pogue, Pat Bernhard.
Absent: Liz Schnucker and Janet Zinck.

The meeting was called to order at 6:15 p.m. by President, Jim Gaudet.

The minutes were approved as submitted.

CORRESPONDENCE

Resolutions were received for the following:

The three inventory items # 2488 Citizen check-out printer, 2456 small set of catalog drawers and 3084 HP Deskjet printer all declared as surplus materials.

Tina Thompson's reappointment to the Library Board effective January 1, 2008 and expiring December 31, 2012.

Janet Zinck remains the Library's Town Board Liaison.

Mileage for staff travel has increased to .50 per mile.

Pat received a letter from the Governor's office in response to her concerns about library funding.

Thank you's were written to the following:

Ms. JoAnn Deblinger for her donation of a 2007 Telesensory machine for low-vision readers.

Mrs. Janet Weinstein for her \$50.00 donation for Teen Services.

Ms. Drumright of The Bedford Tea Circle for their \$33.00 donation to purchase a tea book.

Schnucker Packaging for their \$100.00 gift to the Library.

DIRECTOR'S REPORT

The Trustee meeting with Assemblyman Errigo will be Friday, February 8 at 10:00 a.m.

Library Lobby Day is Tuesday, March 11, 2008.

The Annual Staff Party is Friday, January 18, 2008 at Locust Hill Country Club.

Motion: Tina Thompson

Motion to authorize the Treasurer to pay up to \$61.00 for the dinners of Supervisor Yudelson and guest for the Annual Staff Party.

Seconded: Virdell Robbins

Motion carried unanimously

Internet Discussion – The Director will talk to Supervisor Yudelson before the February meeting to ask what the Town’s view would be on removing the Internet filter and how it would be handled should the library be questioned or challenged. At present, the 8e6 filter works very well against pornography.

Motion: Jim Gaudet

The moratorium will continue until the end of February 2008.

Seconded: Tina Thompson

Motion carried unanimously

FINANCES

The Budget Report was reviewed.

The Revenue Report was reviewed.

Motion: Virdell Robbins

To approve Abstract # 1 Claims 1 – 13 for a total of \$5,732.29.

Seconded: David Pogue

Motion carried unanimously

HSBC Checking Account 11/9/07 – 12/10/07 total balance available \$18,492.10 less restricted funds \$1,551.62 for net funds available \$16,940.48.

The Friends Bank Account has a total of \$9,069.65.

Renew the NYSALB dues.

Motion: Tina Thompson

The Board renew its membership for 2008 to NYSALB (New York State Association of Library Boards) in the amount of \$150.00 from the unrestricted funds in the Gift Fund.

Seconded: Jim Gaudet

Motion carried unanimously

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NEW BUSINESS

The Board By-Laws were reviewed with no changes made.

The Board would like an updated copy of the Boards and Commissions for their HPL Policy Book. Pat will check with the Town.

The slate of officers for 2008 was presented as follows:

Jim Gaudet – President
Liz Schnucker – Vice President
Virdell Robbins – Treasurer
Tina Thompson – Secretary

Motion: Tina Thompson
To suspend the Board By-Laws so Jim Gaudet may be elected to serve a 3rd term.
Seconded: Virdell Robbins
Motion carried unanimously

Tina Thompson directed the secretary cast a single ballot for the Slate of Officers for 2008.

The meeting was adjourned at 7:25 p.m. by President, Jim Gaudet.

Respectfully submitted,

Tina Thompson
Secretary