

HPL
Board of Trustees

**Meeting Agenda
November 12, 2008
Wednesday 6:15 p.m.**

APPROVAL OF MINUTES – October 8, 2008

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. Yaeger bill

COMMITTEE REPORTS

UNFINISHED BUSINESS

NEW BUSINESS

FUTURE AGENDA ITEMS

1. Present Slate of Officers for next year
2. NYSALB Dues

FUTURE ACTIVITIES

NEXT MEETING – December 10, 2008

ADJOURN

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Present: David McNitt, Virdell Robbins, Janet Zinck, Tina Thompson, David Pogue, Jim Gaudet and Lynn Neill, Administrative Assistant to the Director. Absent: Pat Bernhard

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

The minutes of October 8, 2008 were corrected and approved.

CORRESPONDENCE

Carol Dombeck will be retiring as of January 16, 2009. She will be relocating to North Carolina.

DIRECTOR'S REPORT

Tina will talk with Pat about applying for the new Trustee position on the MCLS Board of Trustees.

Tina and possibly David McNitt will attend the Trustee Workshop on December 6 from 10 – 12. The program will provide information about creating a Public Library District.

A thank you will be sent to Chuck Marshall and his staff for all their hard work when installation of the carpet took place.

A non-functioning Security System re-sensitizer be declared surplus.

Motion: Tina Thompson

To declare Inventory # 2472, a re-sensitizer as surplus.

Second: Virdell Robbins

Motion carried unanimously

FINANCES

The Budget Report was reviewed.

The Revenue Report was reviewed.

Motion: David Pogue

To pay from Unrestricted Trustee Gift Fund \$1,312.00 to help pay the bill for the cleaning of the chairs and couches in the library.

Seconded: Tina Thompson

Motion carried unanimously

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Revised Claims

Motion: Virdell Robbins
To approve Abstract # 10 Claims 206 – 235 for total amount \$13,757.55.
Seconded: Tina Thompson
Motion carried unanimously

Claims

Motion: Virdell Robbins
To approve Abstract # 11 Claims 236 – 276 for total amount \$24,678.17.
Seconded: David Pogue
Motion carried unanimously

HSBC Checking Account 9/10/08 – 10/08/08 total balance available \$27,723.79 less restricted funds \$11,268.57 for net funds available \$16,455.22.

HSBC Special Account 10/01/08 – 10/30/08 balance \$14,518.47.

The Friends Fall Book Sale total was \$1,794.70. The Friends Account as of 10/03/08 has a balance of \$13,293.32.

While the Board members were walking around looking at the new carpet they saw a patron using a laptop with a power cord stretched across the floor in a way that could cause someone to trip. We will check this area and see if some modification needs to be done to prevent such an occurrence.

Virdell had a handout about Board Leadership Workshops 2008-2009 to be held at St. John Fisher College that might be beneficial to our Library Board. If any member would like to attend, the Board would be willing to pay the registration fee.

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

Respectfully submitted,

Tina Thompson
Secretary