

HPL
Board of Trustees

**Meeting Agenda
July 8, 2009
Wednesday 6:15 p.m.**

APPROVAL OF MINUTES – June 10, 2009

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

COMMITTEE REPORTS

UNFINISHED BUSINESS

1. Board adopt budget

NEW BUSINESS

1. Review Patron Comments
2. Review Patron Rules of Conduct
3. NYLA Dues

FUTURE AGENDA ITEMS

FUTURE ACTIVITIES

1. Opening of the Children's Area from the renovation

NEXT MEETING – August 12, 2009

ADJOURN

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

The Board meeting was called to order at 6:25 p.m. by President, David Pogue.

The minutes of June 10, 2009 were corrected and approved.

CORRESPONDENCE

The Be Creative All Summer Long At Your Local Library brochure was in the Board packets.

A note was received from Enrichment 2009 at RIT from the Arc of Monroe thanking Rosanne Rosella, Vicki Rusinko, and Lynn Neill for the craft class they presented.

DIRECTOR'S REPORT

Due to cost savings we will plan to purchase computers in 2010.

The New York State Construction Grant has been finalized and the final check of \$5,750 been received.

The \$300 Summer Reading Grant from New York State was received. It will be deposited into the HPL Board Trustee Gift Fund as restricted funds.

The Friends have had a Lowe's designer make drawings for the renovation of the BookShoppe.

No federal stimulus money will come to Rochester libraries for technology. Many libraries in New York State (North Country) do not have Internet access. MCLS expects any stimulus money to go to these libraries.

The following computers are non-functioning.

Motion: Jim Gaudet

To request that the Town Board declare these computers as surplus: Inventory #3605 Gateway, #3866 Soyata, #3865 Soyata, #3077 Gateway laptop and #3613 Soyata laptop.

Seconded: Virdell Robbins

Motion carried unanimously.

FINANCES

The Budget Report was reviewed.

The Revenue Report was reviewed.

Claims:

Motion: Virdell Robbins

To approve Abstract #7 Claims 153 – 177 for a total amount of \$12,381.20.

Seconded: Jim Gaudet

Motion carried unanimously.

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The HSBC Checking Account for 4/9/09 – 5/8/09 has a total balance available of \$21,848.43 less restricted funds of \$885.16, for net funds available of \$20,963.27.

The HSBC Checking Account for 5/9/09 – 6/8/09 has a total balance available of \$22,268.43 less \$14,100 which was invested in certificates of deposit (see Treasurer's report). Deposits were \$420; expenses were \$185; restricted funds are \$885.16. Net funds available are \$7,098.27.

HSBC Special Account 5/1/09 – 6/30/09; \$53.35.

Motion: Tina Thompson

To have the Treasurer close the HSBC Special Account of \$53.35 and give the Director a check in that amount made payable to the Town of Henrietta. This check along with the check from the state in the amount of \$5,750 will finalize the state matching funds for the Roof Project and will be given to the Town.

Seconded: Jim Gaudet

Motion carried unanimously.

The Friends Account has a balance of \$17,737.61.

UNFINISHED BUSINESS

The 2010 Budget is due to the Town on August 3, 2009. The budget was reviewed and corrections were made.

Motion: David McNitt

To adopt the 2010 Henrietta Public Library Budget presented to the Board on July 8, 2009 in the amount of \$1,041,509.

Seconded: Tina Thompson

Motion carried unanimously

NEW BUSINESS

Patron Comments form reviewed; the TDD phone number will be deleted from the heading.

Patron Rules of Conduct was reviewed with no changes made.

The meeting was adjourned at 7:55 p.m. by President, David Pogue.

Respectfully submitted,

Tina Thompson, Secretary