

HPL
Board of Trustees

**Meeting Agenda
September 9, 2009
Wednesday 6:15 p.m.**

APPROVAL OF MINUTES – August 12, 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

NEW BUSINESS

FUTURE AGENDA ITEMS

1. Appoint Minerva Campbell Literary Contest Committee
2. Recommend a Trustee Replacement Appointment to Town Board

FUTURE ACTIVITIES

1. Five Star Bank presentation \$500 check to Children's Room Tuesday, September 22, 2009 5:30 – 7:30 p.m.

NEXT MEETING – October 14, 2009

ADJOURN

Two Monroe County Sheriff's Deputies were present from 6:15 p.m. to 6:25 p.m. in case a disturbance occurred. They asked about behavioral issues that had arisen from one patron's letters, phone calls, and visits to the library. When it became apparent that the patron was not present in the building, the Deputies left.

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

The Board meeting was called to order at 6:35 p.m. by President, David Pogue.

The minutes of August 12, 2009 were corrected and approved as submitted.

An email was forwarded from Supervisor Yudelson to Board President, David Pogue from Ms. Wendy Stefano over an incident that occurred when she was at the library. The Director will call the patron.

CORRESPONDENCE

A thank you was received from Rush-Henrietta Senior High and their "R.O.A.R." program for the Board's donation of the Holds/Gift Cards to be used as a reward to students.

An invitation was received from Five Star Bank for their 1-year Anniversary Celebration on Tuesday, September 22, 2009 from 5:30 p.m. to 7:30 p.m. They will be donating \$500.00 to the Library Board to be used in the Children's Room.

The Library's October calendar is in the Board packets.

An Emerging Technology & Leadership Conference is scheduled for October 22-23, 2009 at the Kate Gleason Auditorium and is open to staff and trustees.

DIRECTOR'S REPORT

The Big Read Grant is moving forward. The Call of the Wild is the title for January to March of 2010. There will be free copies of the book available to our patrons through a grant to MCLS.

Pat has included the U of R's Self-Assessment for H1N1 Swine Flue symptoms for the Board to look review. A discussion will be held at the next meeting.

The Board will purchase a Keurig coffee machine for the staff.

Motion: Virdell Robbins

To approve the expenditure of \$400 for the Keurig coffee machine and startup supplies from Unrestricted Trustee Gift Fund.

Seconded: Tina Thompson

Motion carried unanimously

The Henrietta Community Asset Quilt is being assembled for Make a Difference Day. Pat will check with the Town to see if there is a quilt square available for the library to use. We are collecting non-food items for the RHAFT (Rush-Henrietta Area Food Terminal) for Make a Difference Day.

Motion: David Pogue

To authorize payment of up to \$100 from the Unrestricted Trustee Gift Fund to Sarah Mathias for creating the quilt square.

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Seconded: Tina Thompson
Motion carried unanimously

NYLA renewal dues for 6/2009 – 6/2010.

Motion: David McNitt

To authorize the Treasurer to pay the NYLA 2009-2010 dues in the amount of \$175.00 from the Unrestricted Trustee Gift Fund.

Seconded: Jim Gaudet

Motion carried unanimously

FINANCES

The Budget Report was reviewed.

The Revenue Report was reviewed.

Claims

Motion: Virdell Robbins

To approve Abstract #9 Claims 203 – 225 for net funds available \$12,448.20.

Seconded: Tina Thompson

Motion carried unanimously

The Friends Account has a balance of \$18,250.37.

UNFINISHED

A copy of Paul Forcella's comments from the August 19, 2009 Town Board meeting were in the Board packets.

NEW BUSINESS

Open Meetings Laws in New York State will be put on October's Agenda.

The Budget meetings will be October 6th and 8th.

The meeting was adjourned at 7:45 p.m. by President, David Pogue.

Respectfully submitted,

Tina Thompson
Secretary