

HPL
Board of Trustees

**Meeting Agenda
November 11, 2009
Wednesday 6:15 p.m.**

APPROVAL OF MINUTES – October 14, 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. MCLS Policy on Computer Use Log Retention
2. Recommend a Trustee Replacement Appointment to Town Board
3. MCLS Technology Plan 2009 -2013
4. Open Meeting Policy

NEW BUSINESS

1. Slate of Officers for next year

FUTURE AGENDA ITEMS

1. NYSALB Dues

FUTURE ACTIVITIES

1. Bon Ton Community Day Saturday, November 14, 2009

NEXT MEETING – December 9, 2009

ADJOURN

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

The Board meeting was called to order at 6:21 p.m. by President, David Pogue.

The minutes of October 14, 2009 were approved as submitted.

CORRESPONDENCE

A thank you was sent to Mr. and Mrs. Gangemi for their \$50.00 donation.

Senator Alesi sent a letter to Pat regarding the letter he sent to Governor Paterson and Mr. Robert Megna, Director of the State of New York Division of the Budget regarding the difficulty public libraries were experiencing in receiving state aid.

The December 2009 Henrietta Public Library calendar of events was included in the board packets along with new Local History publicity.

A thank you note was received from the staff for the Keurig coffee and tea maker the Board purchased.

DIRECTOR'S REPORT

The MCLS Technology Conference on October 22-23 was well attended and very interesting. Some good ideas surfaced and we will implement them in our publicity and information formats.

Pat has requested the free materials for The Big Read program that will start on January 9, 2010. This year's title is Call of the Wild by Jack London. We will sponsor a number of programs related to the theme of the book.

The current BC/BS Smile Saver IV dental plan has become very expensive. Pat will look into other plans to see if similar coverage may be obtained for less money.

The Freedom Calls Project opened on Monday, November 9, 2009. This is a communication system for families to talk to their service people on duty in Iraq, Afghanistan, and Kuwait. It is free for service families and is located in the lower level of the BLB of the Central Library, by appointment .

The Board agreed to invite Patty Uttaro, Director of MCLS/RPL, to one of our board meetings in the spring.

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We will ask the Teen Advisory Board (TAB) members if any would like to attend a Board meeting on a rotating basis. The Library Board wants to encourage the idea of service to community boards in young adults.

Advertising for a new Board of Trustee member will be done by first putting out signs at the circulation desk. Interested candidates are asked include a letter of interest and a resume. Pat will email Janet Zinck and ask her if she knows of anyone who might be interested in becoming a Trustee.

FINANCES

Claims:

Motion: Virdell Robbins

To approve Abstract # 11 Claims 252 – 286 for a total amount of \$46,269.61.

Seconded: Jim Gaudet

Motion carried unanimously

HSBC Checking Account for 9/9/09 – 10/8/09 has a total balance of \$10,520.38 less restricted funds of \$3,940.16 for net funds available of \$6,580.22.

Certificate of Deposit #1 with a balance of \$13,017.27 matures on 11/24/09. Virdell and Jim will check different banks for the best rate. It was suggested to try Five Star Bank and check their rates since they did give us a \$500.00 donation.

The Revenue Report was reviewed.

The Budget Report was reviewed.

The Friends Fall Book Sale made \$2,039.25. The Friends account has a balance of \$18,765.17.

UNFINISHED BUSINESS

The MCLS Policy on Computer Use Log Retention has been tabled. There are outstanding questions by the MCLS Board and we will wait to have those addressed before adopting this policy.

MCLS Technology Plan 2009-2013 was reviewed for information only.

Open Meeting Policy – anyone requesting to speak should put such request in writing with the topic they wish to discuss and will have five minutes to talk excluding any questions and comments the Board of Trustees may have. This policy will be reviewed at the December meeting and then adopted if no corrections are needed.

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The slate of officers for 2010 will be Tina Thompson, President, Virdell Robbins, Treasurer and Jim Guadet Secretary.

The meeting was adjourned at 8:07 by President, David Pogue.

Respectfully submitted,

Tina Thompson