

Present: Tina Thompson, Virdell Robbins, Melanie Phillips and Lynn Neill.

This meeting was called to pay bills in order to keep in timing with the town's bill-paying cycle. There was not a quorum for the December 8, 2010 6:15 p.m. meeting. The meeting has been rescheduled for Thursday, December 16, 2010 at 6:15 p.m.

President, Tina Thompson called the meeting to order at 1:35 p.m.

Claims

Motion: Virdell Robbins

To approve Abstract # 12 Claims 264 - 289 for a total amount of \$22,689.17.

Seconded: Melanie Phillips

Motion carried.

The Treasurer will pay the following expenditures from the Trustee Gift Fund:

Motion: Tina Thompson

To pay the bill to Entertainment for \$2,700 from Restricted Trustee Gift Fund for Entertainment books sold at the library.

Seconded: Melanie Phillips

Motion carried.

Motion: Melanie Phillips

To pay \$50 from Unrestricted Trustee Gift Fund to the Henrietta Library for the 10 holds gift cards the library donated to the Rush-Henrietta Senior High "R.O.A.R." (Recognizing Outstanding Attributes at RSHS) program.

Seconded: Tina Thompson

Motion carried.

Motion: Virdell Robbins

To pay \$62.99 from Unrestricted Trustee Gift Fund to the Friends Reimbursable Account for the purchase of a digital recorder for use at library board meetings.

Seconded: Tina Thompson

Motion carried.

Motion: Melanie Phillips

To pay the Henrietta Public Library Board of Trustees' 2011 annual membership dues to LTA (Library Trustees Association) in the amount of \$175 from the Unrestricted Trustee Gift Fund.

Seconded: Virdell Robbins

Motion carried.

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Motion: Tina Thompson

To pay \$50 from Unrestricted Trustee Gift Fund for gifts to the HPL's adopted family for the holidays.

Seconded: Melanie Phillips

Motion carried.

The board will next meet on Thursday, December 16, 2010.

The meeting was adjourned at 1:40 p.m. by President, Tina Thompson.

Respectfully submitted,

Melanie Phillips
Secretary

HPL
Board of Trustees

**Meeting Agenda
December 8, 2010
Wednesday 6:15 p.m.**

APPROVAL OF MINUTES – November 10, 2010

CORRESPONDENCE

DIRECTOR'S REPORT

FINANCES

1. Budget Report
2. Revenue Report
3. Payment Library Bills
4. Trustee Gift Fund
5. Trustee Endowment
6. Board to authorize LTA Membership Renewal (Library Trustees Association of NYS)
7. Friends Book Sale

COMMITTEE REPORTS

UNFINISHED BUSINESS

1. Short term disability proposal will be reviewed in March when the annual review of the Personnel Policy is done.

NEW BUSINESS

1. Present Slate of Officers for Next Year

FUTURE AGENDA ITEMS

1. New York State Open Meetings Law

FUTURE ACTIVITIES

NEXT MEETING – January 12, 2010

ADJOURN