

HPL
Board of Trustees

**Meeting Agenda
July 11, 2012
Wednesday 6:15 p.m.**

APPROVAL OF MINUTES – June 13, 2012

CORRESPONDENCE

DIRECTOR'S REPORT

1. Welcome Adrienne Furness as the new Director

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. ADA Compliance Policy

NEW BUSINESS

1. Board discussion of preliminary budget
2. Review Patron Comments
3. Review Patron Rules of Conduct

FUTURE AGENDA ITEMS

1. Board adopt budget
2. Computer Use Policy

FUTURE ACTIVITIES

NEXT MEETING – August 8, 2012

ADJOURN

Present: Alicia Reinhardt, Adrienne Furness, Tina Thompson, David McNitt, Melanie Phillips and Lynn Neill.
Absent: Anna Jannes, Virdell Robbins, and Janet Zinck.

The meeting was called to order at 6:25 p.m. by President Tina Thompson.

The June 13, 2012 minutes were filed as submitted.

CORRESPONDENCE

Correspondence was reviewed.

DIRECTOR'S REPORT

The board welcomed Adrienne Furness, the new director of the Henrietta Public Library.

The Director's Report was reviewed.

FINANCES

The Expense Control Report was reviewed.

The Revenue Report was reviewed.

Payment of Library Bills:

Motion: David McNitt

To approve Abstract #7 Claims 118 –136 for a total amount of \$11,963.73.

Seconded: Melanie Phillips

Motion approved

The HSBC Checking Account corrected statement for 4/10/12 – 5/8/12 shows a total balance of \$12,002.04, less restricted funds of \$9,157.50, for net funds available of \$2,844.54. The First Niagara statement for 5/19 – 5/31/12 has a beginning balance of \$11,510.28, less restricted funds of \$9,157.50, for net funds available of \$2,352.78.

The Friends Account has a balance of \$9,442.08 as of 6/4/12.

COMMITTEE REPORTS

There was a discussion of the results of the survey.

UNFINISHED BUSINESS

None

NEW BUSINESS

Alicia, Adrienne, and Tina will meet to look over the budget and will come back to the August meeting with their suggestions.

The Director will redo the Patron Comment form and will look into having a box to put the completed forms.

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The meeting was adjourned at 7:45 p.m. by President Tina Thompson.

Respectfully submitted,

Melanie Phillips, Secretary