

Minutes of the Galway Public Library Board of Trustees Meeting
Serving the Galway Central School District
Wednesday, May 4th, 2011

Members Present - Sue Stewart, Christina Sowle, Jim Hodsoll, Julie Pasioka, Arlene Rhodes, Kevin Hertzell and Margie Prasek. Also Present - Library Director Regina Doi, Absent - Ann David from Friends of the Library.

The meeting was called to order by President Sue Stewart at 7:03 pm.

Jim made a motion to accept the corrected minutes of the April 6th, 2011 meeting. The motion was seconded and carried.

Announcements – Julie announced that she would not be running for another term on the library board. Margie updated her email address for Board use.

Treasurer's Report – Report is on file for audit. Margie made a motion to approve the payment of the check register, petty cash log, petty checking log and purchase order log. The motion was seconded and carried.

Arlene made a motion to invest the retirement money in a four year CD. The motion was seconded and carried.

The Report of Director Regina Doi is on file.

Reports of Standing Committees
Buildings and Grounds – Report is on file.

Finance – No meeting/ report.

Long Range Planning – No meeting/report.

Jim made a motion to move the June Library Board meeting to June 15th, 2011. The motion was seconded and carried.

Personnel – Items covered in Old Business.

Public Relations/ Marketing – No meeting/report.

Friends of the Library – No report.

Correspondence – None.

Old Business

Review of Policies – Jim made a motion to accept the guidelines as accepted. The motion was withdrawn.

Jim made a motion to approve the amended letter to Deb Flint. The motion was seconded and carried.

Election Preparations - Arlene made a motion to approve the proposition for the library election which reads as follows:

The 2011 **Galway Public Library elections** will be held on **Wednesday, June 1, 2011**, at the **Galway, NY Town Hall**, Sacandaga Rd. from 1:00 p.m. to 8:00 p.m. at which time the polls will be opened to vote by paper ballot upon the following:

- 1) Shall the annual appropriation for the Galway Public Library in the amount of \$103, 866 be approved?
- 2) To fill three vacancies on the Board of Trustees of the Galway Public Library. One is a three-year term and two are five-year terms of office.

A public information meeting on these items set forth to be voted upon will be held **Wednesday, May 25, 2011, at 7:00 PM at the Galway Public Library.**

All registered voters in the Galway Central School district are eligible to vote in the library election.

The motion was seconded and carried.

Arlene made a motion to approve the appointment of Library Director Regina Doi as clerk of elections. The motion was seconded and carried.

A draw for position of candidates was done and Sue Stewart will be listed first.

Margie made a motion to approve buying two banners for election signs for Town Hall at a cost of 41.73. The motion was seconded and carried.

Julie made a motion to approve buying two banners for election signs for the library at a cost of 41.73. The motion was seconded and carried.

Galway Get Together – Arlene made a motion to approve the Galway Get Together Mission and Terms. The motion was seconded and carried.

Library Summer Hours - Arlene made a motion to approve the addition of two hours on Mondays from the end of June until the end of August contingent on the passing of the Library budget on June 1st, 2011. The motion was seconded and carried.

Youth Employment Person- Arlene made a motion to approve accepting a summer youth employee from Saratoga One Stop. The motion was seconded and carried.

Personnel Status – Christina made a motion to allow Regina to hire a substitute clerk if needed, and if there is a resignation to allow advertising in local paper to advertise for the position. The motion was seconded and carried.

Arlene made a motion to purchase a banner for the Library website to be put on the side of the building at a cost of 39.98 plus shipping. The motion was seconded and carried.

Jim made a motion to approve the expenditure for Jim Best's Ceramics Class based on the recommendation of the Story Quilt Art Committee. The motion was seconded and carried.

Margie made a motion to adjourn at 9:43 pm.