

**Galway Public Library Board Meeting  
Thursday, February 16, 2017**

**Present: Arlene Rhodes, Paul Ashman, Fred Baily, Phyllis Keeler, Judith Knowlton, Mary Lynn Kopper.**

**MEETING CALLED TO ORDER at 6:33 pm by President Rhodes.**

**NO PUBLIC COMMENT.**

**MINUTES OF PRIOR MEETINGS:** Motion made to approve meeting minutes of 1/19/ 17 by Fred Baily, 2<sup>nd</sup> by Judith Knowlton, CARRIED. Motion made by Judith Knowlton to approve meeting minutes of Feb. 2<sup>nd</sup>, and 2<sup>nd</sup> by Fred. CARRIED. Both meetings: approved 6, opposed 0 Both **CARRIED**

**TREASURER'S REPORT: Under Budget vs. Actual,** Fred indicated that again, the time period doesn't match the column: question was asked last month to see if bookkeeper could match them up –apparently when we went To Windows 10 from old program, it won't work with our Quick Books program. She is working on it.

Bill payments: Motion by Phyllis Keeler and 2<sup>nd</sup> by Paul Ashman to approve the payment of bills listed on the check registers for Feb. 6-10 and Feb. 11-13 and also to approve the Receipts Log of Jan. 18-Feb. 6 and the Petty Cash Log of Jan. 1 – Feb. 13. Approved 6, opposed 0. **CARRIED.**

**DIRECTOR'S REPORT: Filed with the minutes.**

**Friends of the Library Report: Filed with the minutes.**

**Correspondence**

- Note from Bill Bateman, Liaison with Friends of Library: Bill reported that the Friends have agreed To give \$15,000 to new library in Honor of Volunteer Ann David.
- With regret, he announced his resignation from the position of liaison between Board and Friends of Library. After 1 ½ years, he finds that he needs some time for other things, but will continue work with the Friends. His resignation was accepted with thanks for so many jobs well and faithfully done during that time period. We will miss working closely with him, but truly understand. Mary Lynn will send a note of thanks.

**STANDING COMMITTEES:**

- Buildings and Grounds: No report. Question arose on the possibility of National Grid providing assistance for the cost of LED lights. We will explore this with BRMA.
- Finance and claims: Meeting scheduled for March 2.
- Personnel: Arlene will check the personnel policy to find when the Director's evaluation must be done.
- Long-range plan: In place - Long Range Plan Committee of community volunteers being drawn up for Review at this time. Judy and Mary Lynn are working on lists.
- Public Relations: Library Director and members of committee are hard at work.

#### AD-HOC COMMITTEE:

- BRM 's Heather sent requested revisions to Deb before she left for vacation – she will review them With the Board and with Public Relations Committees so that we will have a good understanding of the changes and modifications before our meeting at the end of the week with BRM.
- Dimensions are listed also, as well as conversion to linear feet and current cost estimates.
- Arlene will call Shannon Shine of Superintendent's office after vacation for appointment to discuss when the bond referendum might fit in with school's schedule.

#### UNFINISHED BUSINESS;

- Still trying to make an appropriate decision on lawyer to represent us on local items. Waiting to receive more information from Deb about Long Lake legal advisors.
- Treasurer: Director is exploring other libraries solutions. Finance Committee is also discussing this.
- Judy is working with Deb to arrange for community meetings with help of Public Relations Committee.
- Advocacy Day Attendance: No members are able to attend this year.

#### NEW BUSINESS:

- **Tax Cap Resolution:** Motion by Fred and 2<sup>nd</sup> by Paul to approve the resolution for a Tax Cap Override for the 2017-2018 budget. 6 Yes, 0 Opposed. CARRIED. Resolution is filed with minutes.
- 2016 NYS Annual Report: Motion was made by Judith Knowlton, 2<sup>nd</sup> by Phyllis Keeler to approve the submission of the report. Approve: 6, Opposed: 0. Motion was CARRIED.

Board member Paul Ashman indicated his intention to resign from his position as a Board member though he will continue to serve on the Finance Committee as a volunteer. Job responsibilities and family commitments preclude his continued service on the Board. He will submit a written resignation.

Motion made to adjourn by Paul Ashnman. 2<sup>nd</sup> by Fred Baily. Yes 6, No 0 CARRIED.

Meeting adjourned at 8:02.

**Mary Lynn Kopper, Secretary**