

Galway Public Library, Library Board Meeting
Wednesday, July 18, 2018

**Attendees: Fred Baily, Mary Lynn Kopper, Kayla Dodds, Jane Behrens,
Santina Florio, Jim Hodsoll, Library Director: Deb Flint**

Absent: Arlene Rhodes

Meeting called to order by Fred Baily at 6:36 pm

Public Comment

Minutes of Prior Meetings:

Motion by Jane Behrens, seconded by Mary Lynn Kopper, to approve minutes of the 6/20/18 meeting, with correction: New building committee meets every *other* Thursday.

VOTE: Yes 5 No 0 Motion carried.

Motion by Jane Behrens, seconded by Mary Lynn Kopper, to approve minutes of the 7/9/18 meeting.

VOTE: Yes 5 No 0 Motion carried.

Treasurer's Report

Budget vs Actual and Financial Reports

For the date of 11 June 2018, the New Library expense of \$605.40 appears to be listed properly, but on the Profit/Loss, the reimbursement is incorrectly listed as a (negative) Expense.

Approval of Bill Payments

Motion by Kayla Dodds, seconded by Jane Behrens, to approve payments for expenditures listed in the checking registers, as shown below:

- Checking Register, General Fund 1961, 7/1/2018 - 7/14/2018
- Checking Register, General Fund 1961, 7/16/2018 - 7/16/2018

VOTE: 5 Yes 0 No. Motion Carried.

Director's Report

Correspondence

none

Standing Committees

Buildings and Grounds
Finance - meetings 1st Thursday, 5pm
Personnel
Long-Range Plan - in process of re-forming the committee
Public Relations

Ad Hoc Committees

New Building

- Next project meeting tomorrow at 9am
- Augie Freemann is not happy with the delay in his payment. In future, the Director can send out checks for the Clerk of the Works, the architect, and the lawyer as soon as the moneys have been transferred. Other bills to be paid just before the 30-day limit.

Fund Development

Grant Committee

- still in process of applying for grants

Unfinished Business

Rosie's Walk

New Business

Appointment of New Board Member

Motion by Kayla Dodds, seconded by Jane Behrens, to appoint Jim Hodsoll, effective immediately, until the election in June 2019. This is to fill the vacancy left by the resignation of Donna Erickson, accepted on July 9. Her term was from July 1, 2016 - June 30, 2020.

Vote 5 Yes 0 No Motion Carried.

Jim Hodsoll was administered the oath of office by Deb Flint, Library Director.

Review of Donation Procedures/Confidentiality

The Capital Campaign Ethics and Confidentiality Agreement was read aloud to the Board. Santina Florio signed her copy of said Agreement.

Ethics and Conflict of Interest Statements

Board Members signed their annual Ethics Statements

Select Official Newspaper

- Motion by Mary Lynn Kopper, seconded by Jane Behrens, to designate the Daily Gazette as our Newspaper of Record

VOTE: 6 Yes 0 No Motion Carried

Confirm Repositories

- Motion by Kayla Dodds, seconded by Jim Hodsoll, to designate Ballston Spa National Bank and Capital One as the Repositories of Library Funds.

VOTE: 6 Yes 0 No Motion Carried

Bank Signatories

- Motion by Mary Lynn Kopper, seconded by Jane Behrens, to designate Fred Baily, Jim Hodsoll, Mary Lynn Kopper, and Arlene Rhodes as signatories for Ballston Spa National Bank Accounts. Judy Knowlton is to be removed as a signatory.

VOTE: 6 Yes 0 No Motion Carried

- Motion by Kayla Dodds, seconded by Jane Behrens, to designate Jim Hodsoll and Fred Baily as the Signatories to make Fund Transfers between Ballston Spa National Bank and Capital One 360. Paul Ashman is to be removed as a signatory.

VOTE: 6 Yes 0 No Motion Carried.

Committee Appointments

- Motion by Kayla Dodds, seconded by Santina Florio, to appoint Paul Ashman and Jim Hodsoll as Co-chairs of the Finance Committee; Mary Lynn Kopper as Chair of the Long-Range Planning Committee; Jane Behrens as Chair of the Personnel Committee; Santina Florio as Chair of the Public Relations Committee and Fred Baily as chair of the New-Building Committee.

VOTE: 6 Yes 0 No Motion Carried.

Public Comment

Adjournment

Motion by Kayla Dodds, seconded by Mary Lynn Kopper, to adjourn at 8:15pm.

VOTE: 6 Yes, 0 No. Motion Carried.

Respectfully submitted,

Kayla Sue Dodds, Secretary