

Galway Public Library, Library Board Meeting

Wednesday, October 16, 2019

Attendees: Arlene Rhodes, Fred Baily, Santina Florio, Jane Behrens, Jim Hodsoll, Cate La Barre, and Library Director Deb Flint.

Meeting called to order by Arlene Rhodes at 6:29 p.m.

Public Comment

Minutes of Prior Meetings:

9/18/19 - Motion by Jim Hodsoll, second by Jane Behrens

10/2/19 - Motion by Fred Baily, second by Jane Behrens

10/8/19 - Motion by Fred Baily, second by Cate La Barre

Vote: Yes 6, No 0 - Motion carried.

Treasurer's Report

Motion by Jane Behrens, second by Cate La Barre, to approve expenditures listed in the registers below:

Receipts Log - 8/22/19 - 10/12/19

BSNB General Checking - 10/6/19 - 10/7/19

BSNB General Checking - 10/15/19 - 10/19/19

New Library Checking - 10/6/19 - 10/7/19*

* Except for check #1171 to National Grid.

New Library Checking - 10/8/19 - 10/15/19

Vote: Yes 6, No 0 - Motion carried.

Motion by Jim Hodsoll, second by Fred Baily, to approve a check in the amount of \$469.28 to National Grid.

Vote: Yes 6, No 0 - Motion carried.

Motion by Jim Hodsoll, second by Jane Behrens, to approve the expenditure on the Visa account of \$35.98 for domain name registrations for Galway Public Library and the Galway Preservation Society.

Vote: Yes 6, No 0 - Motion carried.

Director's Report

Correspondence

Standing Committees

Buildings and Grounds

Finance

Personnel

Long-Range Plan

Public Relations

Ad Hoc Committees

New Building

Unfinished Business

BOT Meeting Schedule

The BOT will revert to one monthly board meeting on the 3rd Wednesday of each month, effective November 2019.

Approval of CPA Audit

Motion by Jane Behrens, second by Cate La Barre, to approve the CPA Audit & 990, and to direct Arlene Rhodes, as President, to sign the representation letter from David Johnson of DeChants, Fuglein & Johnson, LLP.

Vote: Yes 6, No 0 - Motion carried.

Water Testing Contract

Motion by Fred Baily, second by Jim Hodsoll, to approve paying \$320.00 to It Is Well Inspection Services, for the Albany County Routine List, coliform, lead and TDS.

Vote: Yes 6, No 0 - Motion carried.

Motion by Fred Baily, second by Jim Hodsoll, that the Board agree to have It Is Well Inspection Services conduct the Flow Test, Report and Standard Chlorination as listed on the estimate of 10/11/19, and to wait for the Part V test.

Vote: Yes 6, No 0 - Motion carried.

Motion by Fred Baily, second by Cate La Barre, that we continue to use Butler Rowland Mays Architects as an interface between the GPL and It is Well Inspection Services, with the understanding that BRMA will keep us fully informed.

Vote: Yes 6, No 0 - Motion carried.

Sale of Old Building

Motion by Jane Behrens, second by Cate La Barre, to renew the contract with Inglenook Realty for the next six months.

Vote: Yes 6, No 0 - Motion carried.

New Business

Approval of Building Use Requests

Motion by Jim Hodsoll, second by Fred Baily, to approve the building use requests by Galway Women's Club, Glenville Hills Garden Club and the Galway Senior Citizens.

Vote: Yes 6, No 0 - Motion carried.

Solar Program Discussion

Discussed Community Solar option, and determined that Director Flint will contact a representative to inquire about holding a public presentation on this topic at the library in November or December.

Revision & Approval of Finance Policy 1.13

Motion by Cate La Barre, second by Fred Baily, to revise the Finance Policy 1.13 for recurring bills & disbursements to be paid upon receipt as follows:

#4 Electric utility billings - less than \$1000.00

#5 MVLS/SALS - less than \$600.00

#7 Insurance Premiums - less than \$1000.00

#9 Spectrum - less than \$300.00

Vote: Yes 6, No 0 - Motion carried.

Finance Committee Recommendations for Bank Accounts

Motion by Fred Baily, second by Jane Behrens, to accept the recommendations of the Finance Committee as follows:

1. Close the BSNB Money Market account (BAN 9838).
2. Open a new Money Market account, named "Capital Savings BSNB."
3. Transfer contents of "New Library BSNB SAV DD" account (2180) to the newly created "Capital Savings BSNB" and close 2180.
4. Open a new Money Market account, named "Operating Savings BSNB."
5. Transfer contents of Capital One bank accounts to BSNB accounts (Capital and Operating savings).
6. Transfer Petty Checking account (7712) to Operating Checking (1961) and close 7712.

Vote: Yes 6, No 0 - Motion carried.

Public Comment

Motion by Jim Hodsoll, second by Jane Behrens, to adjourn the meeting at 8:38 p.m.

Vote: Yes 6, No 0 - Motion carried.

Respectfully submitted,
Santina Florio, Secretary