

Galway Public Library, Library Board Meeting
Wednesday, July 15, 2020

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

Meeting called to order by Cate La Barre at 4:01 p.m.

Oaths of Public Office

Oaths of office were administered to Jim Hodsoll and Sue Wemple by Deb Flint on July 2, 2020.

Public Comment

Minutes of Prior Meetings:

Motion by Arlene Rhodes, second by Jane Behrens, to accept the minutes of 6/17/20.

Vote: Yes 6, No 0, Abstain - 1 Motion carried.

Treasurer's Report

Motion by Jane Behrens, second by Arlene Rhodes, to approve expenditures listed in the registers below:

BSNB New Checking - 2/29/20 - 6/22/20

BSNB General Checking - 6/22/20 - 6/26/20

BSNB General Checking - 6/29/20 - 7/10/20

BSNB General Checking - 7/13/20 - 7/13/20

BSNB Operating Grants Checking - 7/1/20 - 7/8/20

Petty Cash - 6/1/20 - 6/30/20

Receipts Log - June 10 - July 8, 2020

Vote: Yes 7, 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

It was moved by Fred Baily, seconded by Jim Hodsoll, that the new building construction obligations listed below be approved for payment, and that the library bookkeeper be instructed to draw the necessary checks from the noted accounts to the New Library BSNB checking account, to cover.

Vote: Yes 7, No 0 - Motion carried.

GPL New-Building Payment Cycles 21-24: Feb-May 2020 Work/Mar-June 2020 Payment

FGB 6/24/2020

To be paid from GPL New Library Checking:

Other: Amazon.com [1198]

Invoice Dated 2/10/2020, in the amount of \$ 207.82

Other: Debra Flint [1199]

Invoice Dated 2/1/2020, in the amount of \$ 70.82

Other: Demco [1200]

Invoice Dated 2/4/2020, in the amount of \$ 1,429.83

Contract: Current Electrical, Retainage [1201]

Application for Payment Dated 6/16/2020, in the amount of \$ 14,024.70

Total Paid from New-Library Checking: \$15,733.17

Transferred Feb 2020 from Capital Savings to New Library Checking: \$2,000.00

Transferred June 2020 from Capital Savings to New Library Checking: \$14,000.00

New Business

Nominations/Election of Officers

Motion by Arlene Rhodes, second by Fred Baily, to direct the Secretary to cast one ballot for the slate as presented:

President: Cate La Barre

Vice President: Fred Baily

Secretary: Santina Florio

Vote: Yes 7, No 0 - Motion carried.

Committee Chair & Member Appointments

Motion by Jane Behrens, second by Jim Hodsoll, to approve the appointments as presented:

- Finance: Chair, Jim Hodsoll
- Long Range Planning: Chair, Santina Florio
- Personnel: Chair, Jane Behrens; Members: Arlene Rhodes, Jim Hodsoll
- Public Relations: Chair, Santina Florio
- Building and Grounds: Chair, Sue Wemple
- Ad hoc, New Building: Chair, Fred Baily

Vote: Yes 7, No 0 - Motion carried.

Motion by Jane Behrens, second by Fred Baily, to approve the Claims Committee Appointments as presented:

- Cate La Barre
- Sue Wemple

Vote: Yes 7, No 0 - Motion carried.

Motion by Sue Wemple, second by Jane Behrens to approve the Appointment of Chief Financial Officer & Library Treasurer as follows:

- CFO - Jim Hodsoll
- Treasurer - Erik Roy

Vote: Yes 7, No 0 - Motion carried.

Review Ethics & Confidentiality Agreement

Moton by Arlene Rhodes, second by Sue Wemple, that we adopt the Donations Ethics & Confidentiality Agreement in place of the Capital Campaign Ethics & Confidentiality Agreement.

Vote: Yes 7, No 0 - Motion carried.

Sign Conflict of Interest Policy

Fund Repository & Bank Signatories

Motion by Jane Behrens, second by Sue Wemple, to make Cate La Barre and Sue Wemple Primary signatories, and Jim Hodsoll and Fred Baily Secondary signatories, for Ballston Spa National Bank accounts.

Vote: Yes 7, No 0 - Motion carried.

Motion by Jane Behrens, second by Sue Wemple, to make Jim Hodsoll, Fred Baily and Sue Wemple signatories for fund transfers for Capital One account.

Vote: Yes 7, No 0 - Motion carried.

Select Official Newspaper

Motion by Fred Baily, second by Sue Wemple, to select the Daily Gazette as the official Newspaper of Record.

Vote: Yes 7, No 0 - Motion carried.

Director Vacation

Motion by Arlene Rhodes, second by Jane Behrens, to approve the request by the Library Director for the following vacation days: 8/1/20 - 8/5/20.

Vote: Yes 7, No 0 - Motion carried.

Public Comment

Motion by Jim Hodsoll, second by Sue Wemple, to adjourn the meeting at 5:25 p.m.

Vote: Yes 7, No 0 - Motion carried.

Respectfully submitted,
Santina Florio, Secretary