PORT BYRON LIBRARY

BOARD OF TRUSTEES

January 4, 2018

Present: Rebecca Loomis, Roberta Green, Susan Alexander, John Todd, Mary Jo Kolczynski, Janine Svitavsky, Kathy McLoughlin, Evalyn Taylor, Anna Chappell

Call to order: 6:07 pm

Minutes: moved by Kathy McLoughlin, 2nd John Todd; passed unanimously

Moved by John Todd, 2nd by Roberta Green to pay 1st year of PFL for employees, also that employees don’t need to use up vacation or other time first, and have the option to use vacation etc. time to make up the remaining 50% to equal salary when out on PFL. All items passed unanimously

Treasurer’s Report: see attached

Director’s Report

Statistics for January: 1119

Motion by Janine Svitavsky, 2nd by Mary Jo Kolczynsky to pay $60 for membership to state library trustees association. Passed unanimously

January display case features exercise books

$10,000 will be moved from CD to building fund; moved by Kathy McLoughlin, 2nd by Mary Jo Kolczyski, passed unanimously

Email was wiped out when TWC changed to Spectrum. A new email has been set up.

Senator Helming wants a written request by January 31st specifying what we would use money for.

Bring in a canned good to receive $1.50 off your fines.

Assistant Director’s Report

Christmas program was a success – may make it a yearly program.

Board agreed (no vote needed) to make the April Open House an annual event.

Anna would like to create community events calendar for website.

Board approved going fine-free for overdue fees but keep lost/damaged charges and overdue fines for ILLs. Motion made by Roberta Green, 2nd Susan Alexander. Passed unanimously

AV update: projector, opaque projector and white board have arrived. We tried out the movie projector (and the new movie license), it worked great! Still awaiting the camera.

A new grant was awarded by the Tompkins County Library friends group. This will be used for storytime, and special programs.

 New Business

 Evalyn has tidied up behind the front desk.

The rocking chair is done, Mike McCormick did a nice job.

Balance on Helming money is $3,500. We need a laptop for movies and projector and an all-in-one for the bookkeeper to use. She would set up in Evalyn’s office. Rex can help get these and set them up. Evalyn will add these items to the Helming request letter. Moved Kathy McLoughlin, 2nd, Janine Svitavsky, Passed unanimously

Executive Session Starts at 7:35

Mary Jo Kolczyski moved to go into Executive Session and Kathy McLoughlin seconded.

Roberta Green moved to give Anna an extra hour per week and another $1 per hour raise. Kathy McLoughlin 2nd, all changes passed unanimously.

Rose Fasci tendered her resignation. Janine Svitavsky moved to accept resignation and 2nd by Kathy McLoughlin. Passed unanimously.

We need to think about 2 new board members .

Employees can accrue vacation time during sick leave. Moved by John Todd, Kathy McLoughlin 2nd . Passed unanimously

Next meeting February 1, 2018

 Adjournment: 8:02 pm

Respectfully submitted S Alexander