

**Western Sullivan Public Library
Board of Trustees Meeting
March 10, 2014
Tusten-Cochecton Branch**

Attendees: M. Brown, D. Hartz, A. Hilton, K. McDonough, B. Peck, P. Reinhardt, S. Ruiz, M. Solomon Excused absence: B. Winfield.

Staff: Kristin White

Call to Order: The meeting was called to order by Vice-president Kevin McDonough at 5:10; followed by the pledge of allegiance. The president, Annie Hilton, continued the meeting at 5:30.

Approval of Minutes: Marge Brown motioned for approval of the minutes with correction/addition. Pam Reinhardt seconded the motion, which was unanimously passed.

Financial Report: The financial report was approved on motion by Sue Ruiz, seconded by Dorothy Hartz.

Director's Report: See director's report attached.

New Business:

A. Newly- appointed board member Matthew Solomon was sworn in by the president Annie Hilton.

B. Board members were reminded that petitions for board positions must be received by Sullivan West School District by March 25 in order to be listed on the ballots for the April 23 Library Budget vote.

C. A motion for resolution to approve submission of WSPL's annual report to NY State was moved by Kevin McDonough, and seconded by Marge Brown. It passed unanimously as **Resolution # 34-13/14.**

Old Business:

A. Changing our Charter: Discussion was held as to whether WSPL should apply to the NY State Education Department to amend our charter to allow more flexibility in the number of board members required. Board members felt this is not a priority at this time.

Committee Reports:

Building: Committee has scheduled a walk-through of the Jeffersonville premises on Monday, May 12 at 4 pm, prior to the regular board meeting.

Personnel: Meeting scheduled for Friday, March 18 at the Jeffersonville Branch

Donations: Marge Brown reported a number of memorial donations.

Finance: No report

By Laws: No report

Executive: No report

Friends of Library Report: Kristin reported that a social meeting is scheduled for Thursday, April 24 at 6:30 pm at the Brew Pub in Callicoon. A spring book sale is planned for May 3-10 at the Jeffersonville branch during library hours.

Dates to Remember:

- A. Budget informational session 4 pm Monday, April 14 at the Callicoon branch, preceding the April board meeting.
- B. Budget and board members vote Wednesday, April 23, 2-8 pm at each branch.

Executive Session: Upon motion of Pam Reinhardt, seconded by Kevin McDonough, and unanimously passed, the board entered executive session at 6:35 to discuss a personnel matter. Session ended at 6:45.

Correspondence: None noted

Open Public Comment Period: None

Adjournment: The meeting adjourned at 6:48 after motion by Marge Brown, seconded by Sue Ruiz. Motion passed.

Next Meeting: Monday, April 14, 5 pm at Callicoon branch, following budget informational session.

WESTERN SULLIVAN PUBLIC LIBRARY

Director's Report Jeffersonville Branch March 10, 2014

Building:

1. The parking lot in Jeffersonville will need a new culvert. The cost is split between the Village and the Library. The Village is checking into how much it will cost. We have had some water come into the back of the building as a result of melting snow and rain.
2. We had JIT Construction shovel snow off the roof in Callicoon due to the extreme amount of snow this winter season
3. We had an issue with the phones in Jeffersonville. Our phone system is outdated and finally quit working altogether. We were able to upgrade the system to a newer (yet still outdated) version
4. We had several delayed openings, early closures, and closed days due to inclement weather: Feb 13th: all branches closed; Feb 14th: all branches opened 12-5; Feb 15th: closed Jeffersonville and Callicoon, Narrowsburg closed at 11:30AM; Feb 17th: all branches were closed in observance of President's Day

Personnel:

1. The search for Children's Programmer has started. We anticipate having someone in place by April 2014.
2. We received a subpoena concerning a staff member regarding unpaid debt
3. Kristin will be on vacation from March 24-28, 2014

Professional Development:

1. Kristin finished the NYLA Advocacy webinar series. She will use it as we start planning our community assessments and Strategic Planning.
2. Kristin attended the NYLA Advocacy Day in Albany on February 26th. We were able to meet with Assemblywoman Aileen Gunther and legal counsel for Senator John Bonacic. They are both hoping to restore the 4% deficit from the Governor's proposed budget.
3. Kristin attended the SUPLA meeting. Liz Hayter from Sullivan County Adult Education was the guest speaker. The discussion centered on the High School Equivalency classes.
4. Kristin attended a webinar through Web Junction entitled *Libraries as Innovative & Creative Community Catalysts*
5. Kristin attended the Director's Association meeting on March 6th

Programs/Grants:

1. The young author's series is continuing in March. The next session will feature Suzanne Bloom on Saturday March 8th at 3PM at the Delaware Free Branch. See attached flyer
2. We have a series of programs throughout March and April centered on 'going green'. The programs include: starting seeds, composting, Irish cooking, financial information, and recycling; see attached flyer
3. Our email newsletter campaign through MailChimp seems to be working out really well.
4. Our first *Pop Matters* program, starring our own Kevin McDonough, will be on March 28th from 7-9PM at the library in Narrowsburg. Flyer to follow.

Finance:

1. The legal notice for the budget vote has been submitted to the River Reporter and the Sullivan County Democrat

**Resolution to Approve
WSPL's Annual Report
Submission to NY State**

March 10, 2014

At the regular monthly meeting of Western Sullivan Public Library Board of Trustees held on this date at the Tusten-Cochecton Branch, motion for resolution was made by Kevin McDonough for approval for submission of WSPL's annual report to NY State. Seconded by Marge Brown, and unanimously approved, the motion passed as **Resolution # 34-13/14**.

Voting was as follows:

Marge Brown	yes	Dorothy Hartz	yes
Kevin McDonough	yes	Beth Peck	yes
Pam Reinhardt	yes	Sue Ruiz	yes
Matthew Solomon	yes		

Beth R. Peck
Secretary