



Western Sullivan Public Library

Approved Minutes of the Board of Trustees Regular Meeting Tusten-Cochecton Branch December 11, 2017

Members present: Marge Brown, Kevin McDonough, Chris Peacock, Linda Pomes, Pam Reinhardt, Sui-Ling Ruiz, Matthew Solomon

Staff present: Audra Everett

Call to Order

At 5:00 pm, the regular monthly meeting was called to order by President Kevin McDonough with the Pledge to the Flag.

Public Comment Period

No public comment

Approval of Minutes

Pam Reinhardt moved and Sui-Ling Ruiz seconded, the approval of November 13 minutes with corrections. Unanimously carried.

Financial Report

On a motion by Marge Brown, seconded by Chris Peacock, the financials and payment of bills were unanimously approved.

Directors Report (see attached)

On a motion by Pam Reinhardt, seconded by Marge Brown, we went into executive session at 5:16 to discuss a personnel issue, exited at 5:25.

New Business

- a. On a motion by Matt Solomon, seconded by Chris Peacock, a motion to approve the distribution of the new bid package for the Repointing Project on the Delaware Free Branch as revised by Architect Buck Moorehead to reflect the reduced scope of the project was unanimously approved.
- b. On a motion by Marge Brown, seconded by Sui-Ling Ruiz, the approval of updated Out of District fees for 2018 as recommended by the policy committee was unanimously approved.
- c. Following the Civil Service mandate that we hire from their preferred list and the fact that Irma Schilling was the only name on that list, a motion by Pam Reinhardt, seconded by Sui-Ling Ruiz, resolution #7 2017-2018 to hire Irma Schilling at \$11.74 per hour as Library Clerk at the Delaware Free Branch was unanimously approved.



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- d. As personnel committee recommended, a motion was made by Marge Brown, seconded by Matt Solomon and unanimously approved to hire Audra Everett at an annual salary of \$50,000 while retaining all of her current benefits and the vacation time she has acquired over her years of service to WSPL.
- e. A motion to approve opting into the NYS Paid Family Leave was made by Sui-Ling Ruiz, seconded by Pam Reinhardt and unanimously approved.
- f. The Board Meeting Schedule for 2018 was set was follows:
Budget Hearing – Regular Meeting Wednesday, April 11th at 4:30
Budget Vote – April 25 from 2-8
Tuesday, October 9th @ 5 pm
Tuesday, November 13th @ 5 pm
- g. Motion to approve Kanopy as a digital streaming service effective February 1, 2018 was made by Chris Peacock, seconded by Matt Solomon and unanimously approved.
- h. A motion to approve the proposed staffing plan and salary increases for managers and staff (as detailed on a spreadsheet on the LibGuide) made possible (and necessary) by the elimination of the Assistant Director's position was made by Matt Solomon and seconded by Marge Brown, unanimously carried.

Committee Reports

Personnel – will be meeting to prepare the Director's evaluation
Donations - \$100 and \$30 in matching funds have been received
Finance – met to begin the budget process
By Laws – is planning to meet

Friends of the Library Report

Matt Solomon spoke of his involvement as liason

Adjournment

On a motion by Marge Brown, seconded by Linda Pomes the meeting was adjourned at 6:22 by a unanimous vote.

Linda Pomes
Secretary