



Western Sullivan Public Library

**Approved Minutes of the Board of Trustees Regular Meeting
Delaware Free Branch
December 9, 2019**

Members present: Evan Eisenberg, Kevin McDonough, Chris Peacock, Linda Pomes, Pam Reinhardt, Heidi Rivera, Barbara Winfield

Members Absent: Marge Brown, Amber Novikov

Staff present: Audra Everett

Call to Order

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

Adoption of Agenda

Motion by Kevin McDonough, seconded by Heidi Rivera to adopt the agenda. Unanimously carried

Public Comment Period

No public comment

Approval of Minutes

Evan Eisenberg moved and Barbara Winfield seconded, the approval of November minutes. Unanimously carried.

Financial Report

On a motion by Heidi Rivera, seconded by Kevin McDonough, the financial report for November was unanimously approved.

On a motion by Kevin McDonough, seconded by Barbara Winfield, the payment of bills for November was unanimously approved.

Directors Report (see attached)

New Business

- a. The Preliminary Budget for 2020-2021 was presented and discussed, no action taken.
- b. The Disability/Family Medical Leave policy is changing from Wesco to Shelter Point, payment to be made upon receipt of the invoice.
- c. A motion to prepay the discounted amount due of \$41,830 to the NYSLRS by December 15, 2019 was made by Barbara Winfield, seconded by Heidi Rivera, unanimously carried. This saves \$358.
- d. A motion to authorize the Library Director to sign the RCLS Letter of Agency for Program Funding Years 2020-2025 was made by Evan Eisenberg, seconded by Heidi Rivera, unanimously carried.



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e. A motion to go into Executive Session at 5:24 was made by Pam Reinhardt, seconded by Barbara Winfield, unanimously carried. Exited Executive Session at 5:31.

Old Business

a. The Essay Contest Committee will be meeting in January.

b. A motion to approve Audra Everett and Christina Mace to have online access to the new Capital Fund checking account at the Jeff Bank was made by Kevin McDonough, seconded by Barbara Winfield and unanimously approved.

Resolution # 5 2019-2020 to approve the transfer of the NYS Construction Aid funds totaling \$97,787.00 from the IMM account to the new Capital Fund account was made by Kevin McDonough, seconded by Evan Eisenberg and unanimously approved.

c. A motion to approve the Duties of the Library Treasurer was made by Pam Reinhardt, seconded by Heidi Rivera, unanimously carried.

A motion to appoint Carolyn Simon to fill the position of Library Treasurer in a volunteer capacity was made by Kevin McDonough, seconded by Barbara Winfield, unanimously carried.

d. A motion to approve the revision to the Community Room Use Policy, recommendation of the By Laws Committee was made by Barbara Winfield, seconded by Heidi Rivera and unanimously carried.

Committee Reports

Building – meeting in January

Personnel – none

Donations - \$590 to the Delaware Free Branch

Finance – working on budget

By Laws –

Nominating – none

FOL Liaison – book sale going on

Executive – none

THCG Report

Dates to Remember

see WSPL Newsletter

Friends of the Library Book Sale 12/7-12/14/19 at Jeff Branch during library hours

Correspondence

none



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Adjournment

On a motion by Kevin McDonough, seconded by Evan Eisenberg, the meeting was adjourned at 5:45 by a unanimous vote.

Linda Pomes
Secretary