

Wallkill Public Library  
Board of Trustees Meeting  
May 2, 2016

President Ken Simon called the meeting to order at 7:08PM.

Present:

*Todd Craner, Lynne Diener, Lisa Palmer, Kathy Goulden, Susan Burhans Haldeman, Debbie Reese, Brian Ackley, Ken Simon*

Public participation: 2 public participants

Meryl welcomed Lisa as our new manager and offered to help with the five year plan. Carla also welcomed Lisa and told us about September 16, 2016 for the annual RCLS annual meeting and legislative breakfast at Bear Mountain Inn. Local legislators are there and it's a good time to meet other librarians.

There is also a bus trip to Albany to support libraries. Date unknown now but Carla will keep us informed. Friends in many libraries often help with costs.

Minutes from the April 4, 2016 meeting were reviewed and accepted.

**2016-5-A** Brian moved and Debbie seconded that the April 2016 minutes be accepted as corrected. Motion passed.

President's Report:

Ken contacted Viridian and found out that the originators of the program were no longer working there so it was hard to find information. It is not on the library's website. He did find that there is an annual fee. It's been hard to find out information. Until we know more we will not make any decision about it.

Director's Report (see separate report for more details):

Some good fundraising has been happening due to outreach.

There has been some contact with Elsie's Meadow. The library staff will go again to make some connections directly, bringing snacks and a program.

Matt Thorenz will be offering programs on geneology, hiking resources, historically prominent local women etc.

Mohonk Preserve Passes will be handed out after they are laminated. There will be 4 and they are good for three days.

Lisa met with three flooring reps and attached spec sheets for our perusal. We will need two more estimates for carpeting.

Three staff members, Marla, Lori and Carolyn, need to take the Civil Service test when it's available.

Lisa had a survey to put out to the public. Lynne suggested we add a question about expansion. Lisa said that might be better asked after the first survey is done. Todd suggested rephrasing it as asking if there was enough space for the programming people want. We added places for comments where appropriate. We asked Lisa to send us the updated form via email so we can comment quickly and she can get it out soon. She will put it on the website, Facebook, the Blast, in the library and in the newspaper.

**Committees:**

**Finance Committee/Treasurer's report:**

The monthly financial report was reviewed. The bills were approved and paid for the past month.

**2016-5-B** Kathy moved and Todd seconded that we approve the April 2016 Warrant report. Motion passed.

**2016-5-C** Todd moved and Lynne seconded that we move \$15,000 from the Tax Levy Money Market to Key Payroll account for May payroll.

There was no need to transfer funds for the operating account because monthly expenditures were low and funds were available.

Personnel policy was reviewed as updated. One suggestion made was to add Manager rather than change Director to Manager. Further discussion with Civil Service to make sure we are in compliance with regards to the various classes is needed. We need to be clear on what constitutes overtime.

Given Jane's medical circumstances we accepted her verbal resignation.

Robert Hubscher will be coming to the June meeting.

Our By-laws and the legislation do not match for voting. Legislation says voting must be the third Tuesday following the first Monday. The committee will address the problem.

Adrienne's email/letter was discussed and Ken will follow up with her.

**Adjourned session 8:53 pm**

**Summary of Motions:**

**2016-5-A** Brian moved and Debbie seconded that the April 2016 minutes be accepted as corrected. Motion passed.

**2016-5-B** Kathy moved and Todd seconded that we approve the April 2016 Warrant report. Motion passed.

**2016-5-C** Todd moved and Lynne seconded that we move \$15,000 from the Tax Levy Money Market to Key Payroll account for May payroll.

Respectfully Submitted,  
Susie Haldeman recording secretary

Next Monthly Meeting: *June 6, 2016 7 pm*