

Wallkill Public Library  
Board of Trustees Meeting  
*December 4, 2017*

President Ken Simon called the meeting to order at 7:05 PM.

Present:

*Todd Craner, Lynne Diener, Susan Burhans Haldeman, Dennis O'Mara, Lisa Palmer, Camille Reid, Debbie Reese, Ken Simon and Mary Lou VanAken*

Absent: Brian Ackley (excused)

Public participation: None

**2017-12-A** Dennis moved and Camille seconded that we accept the November minutes as written. Motion passed.

President's Report:

Ken has not been able to reach Ron Drago.

Director's Report: See separate report.

Holiday tree lighting went well. Tara will be working in the children's programs. NOAA program was enjoyed by all who participated. Catholic Charities is looking for confidential spots for meetings but we feel that there is no private enough space in our library as of now. We have quotes on a new copy machine/printer.

Lisa reached out to other libraries to ask about how they manage floating holidays. Personnel will review the staff salaries and the possibility of floating holidays and get back to the board. Staff asked for a gift certificate to the Barnside Restaurant in Walden for breakfast during a staff meeting. December 15 from 4 to 6 will be the staff development event.

Committees:

Finance Committee/Treasurer's Report:

**2017-12-B** Debbie moved and Lynne seconded that we approve the November 2017 warrant report. Motion passed.

**2017-12-C** Dennis moved and Lynne seconded that we transfer \$15,000 from Tax Levy Money Market to Key Payroll for December payroll. Motion passed.

**2017-12-D** Mary Lou moved and Camille seconded that we move \$10,000 from Tax Levy Money Market to Key Operating for December bills. Motion passed.

**2017-12-E** Dennis moved and Mary Lou seconded that we approve a budget adjustment of \$5,000 from gross Payroll to Supplies & Materials: Books. Motion passed.

**2017-12-F** Camille moved and Debbie seconded that we approve a budget adjustment of \$2,000 from gross payroll to Office Expense: General. Motion passed.

Manager evaluations will be sent out this week and are due by the January meeting. A fan for the bathroom was discussed. Alternatives are going to be explored.

The proposed calendar for 2018 was reviewed. The January meeting will be Tuesday, Jan. 2<sup>nd</sup>. September will be Monday, Sept. 10<sup>th</sup>.

We compared the various proposals for a new copier. Replacing the complicated Toshiba we have now with a more user-friendly version is the best deal. It has an interest-free loan.

**2017-12-G** Todd moved and Dennis seconded that we buy the Toshiba over 60 months as there is no interest. Motion passed.

**2017-12-H** Todd moved and Lynne seconded that we approve the 2018 calendar for first Mondays except for Tuesday, January 2<sup>nd</sup> and the second Monday, September 10<sup>th</sup>. Motion passed.

**2017-12-I** Todd moved and Dennis seconded that we approve the following Slate of Officers for 2018:

President: Ken Simon

Vice President: Todd Craner

Financial Officer: Brian Ackley

Corresponding Secretary: Lynne Diener

Recording Secretary: Susie Haldeman

Motion passed.

**2017-12-J** Camille moved and Lynne seconded that we approve the committees as follows: (chair is underlined)

Financial: Brian, Todd, Mary Lou, Ken

Personnel: Susie, Mary Lou, Debbie, Todd, Ken

Buildings and Grounds: Todd, Camille, Dennis, Debbie, Mary Lou, Lynne

By-Laws: Lynne, Susie, Camille, Todd

Motion passed.

A lovely thank you note from Pat Countryman was read.

Meeting adjourned 8:20.

Summary of Motions:

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Personnel: Susie, Mary Lou, Debbie, Todd, Ken

Buildings and Grounds: Todd, Camille, Dennis, Debbie, Mary Lou, Lynne

By-Laws: Lynne, Susie, Camille, Todd

Motion passed.

Respectfully Submitted,

Susie Haldeman recording secretary

Next Monthly Meeting: *January 2 (Tuesday), 2018 7 P.M.*