

Wallkill Public Library
Board of Trustees Meeting
October 3, 2016

Vice President Todd Craner called the meeting to order at 7:03 P.M.

Present:

Todd Craner, Lynne Diener, Kathy Goulden, Susan Burhans Haldeman, Lisa Palmer, Debbie Reese, Mary Lou VanAken, Brian Ackley

Absent: Dennis O'Mara, Ken Simon (excused)

Public comments: none

President's Report: Ken Simon had a prepared statement about public participation which Todd read.

The public will have a total of 15 minutes to present their views, comments, concerns, etc. to the Board. Any member of the public wishing to present will have a maximum of 3 minutes per person. After the public comments section is finished there will be no additional dialogue from the public permitted unless there is a request from the Board for additional dialogue. Due to the small confines of the space where the Library Board Meeting takes place, the public shall take any discussions to an adjoining room or outside of the Library. Any members of the public attempting to speak during the Board Meeting will be asked to stop their conversation and reminded they are not permitted to speak during the Board Meeting. Should a member of the public continue to speak they will be asked to leave the building.

2016-10-A Brian moved and Lynne seconded that we approve the September minutes as written. Motion passed.

Director's Report: See attached report for details.

-Audit is scheduled for the 4th and 5th of October.

-The library received a \$250 check from UPS because Piper Bo, daughter of a UPS worker, was chosen as volunteer of the month for her work here.

-When events occur on the library lawn vendors need to keep their signs in their assigned area, not on the fence or in the trees.

-Carpet installation is on for Oct. 12-14. The POD is ready for the furniture. We will be closed the afternoon of the 11th through at least the morning of the 15th.

-Guest passes for the computer will now be given at the discretion of the manager. A guest may not have more than one pass a day. The guest must show identification to get a pass and a list will be kept so all staff knows who has been there each day. We are adding to the Library Internet Policy the following bullet: "Guest passes will be made available at the library manager's discretion to enable non-patrons to use the computer. Guest pass privileges will be revoked in the event that the user is not adhering to the Internet Policy or other library policies."

2016-10-B Debbie moved and Lynne seconded that guest passes will be made available at the library manager's discretion to enable non-patrons to use the computer. Guest pass privileges will be revoked in the event that the user is not adhering to the Internet Policy or other library policies. Motion passed.

-The circulation policy of 2014 was signed and filed in the binder.

2016-10-C Lynne moved and Kathy seconded that we approve the finance policies and procedures of the WPL to bring it into compliance with our by-laws and legislation. Motion passed.

-We looked at the Strategic Plan and agreed to the draft copy. Lisa will finalize a plan to be submitted to the next board meeting for approval.

-RCLS contacted Lisa regarding which days we will close for the holidays in 2017.

2016-10-D Mary Lou moved and Debbie seconded that we approve the holidays in 2017 to be the same as in 2016 with the corresponding days assigned. Motion passed.

Finance Committee/Treasurer's Report:

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

2016-10-E Kathy moved and Debbie seconded that we approve the warrant report for September 2016. Motion passed.

2016-10-F Kathy moved and Lynne seconded that we move \$18,000 from Tax Levy Money Market to Key Payroll for October and early November payroll. Motion passed.

2016-10-G Brian moved and Kathy seconded that we move \$20,000 from Tax Levy Money Market to Key Operating for October bills. Motion passed.

Lynne will inform the paper of the finance committee meetings.

A response by the board president to a concerned patron was read in the meeting, is being signed and sent to the patron. A copy is attached to the board minutes.

Formal results of the election from September 20, 2016:

Total votes 43

Mary Lou Van Aken received 39 votes for a five year term.

Dennis O'Mara received 34 for a three year term.

Budget 38 for, 5 against

Meeting adjourned at 8:31.

Summary of Motions:

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Respectfully Submitted,

Susie Haldeman recording secretary

Next Monthly Meeting: Nov. 7, 2016 7 PM