

Bancroft Library Trustees

Minutes from the September 6, 2016 Meeting

Present: Kim Erbe, Sandy McClellan, Steve Davis, Kay Crank, Ed Hutchins, Chris Preble, Linda Lewis. Members of the public present: Seth Pitts, Vickie Maxwell, Peg Culver, Susan Getty, Patricia Kitz, Janet Donoghue, Edward A. Donoghue, Wendy Hunter, Linda Marlo, Tina Fleming, Ruthanne Hunter, Rebecca Brown and Dean Haycock.

Motion to approve the Minutes from the July 19, 2016 was made by Kim Erbe and seconded by Kay Crank. Motion passed unanimously.

CORRESPONDENCE:

Phyllis Alberici submitted her resignation letter.

LIBRARY REPORT:

There was no Director's Report as the Director tendered her resignation on September 5, 2016. Said resignation was effective immediately. Board took the opportunity to accept the Director's resignation with a motion made by Sandy McClellan and seconded by Ed Hutchins. Said motion was passed unanimously.

TRUSTEES TERMS of OFFICE

Chris Preble's term of office is expiring.

Ed Hutchins made a motion to recommend Chris Preble for an addition 5-year term. Kim Erbe seconded the motion. Motion passed unanimously. Seth Pitts, Supervisor for the Town of Salem, who was present at the meeting, said he would present this recommendation to the Town Board for consideration and possible re-appointment at their next scheduled Town Board meeting.

FINANCIAL REPORT and APPROVAL OF EXPENSES

Kim Erbe raised the issue that the library only had limited funds left in their operating account until such time as the School's portion of the budget was received (sometime in October). According the figures presented by Kathy Chambers, the library had \$1,264.90 left in the operating account. She also noted that she had just received a check from SALS (state-aid funding) for \$1,404.00. It was determined that the current operating account balance plus state aid was not enough to cover salary for the remainder of September, nor was there funds available to order supplies, books or dvd's until the school funding became available. Sandy McClellan made a motion to supplement the operating account by pulling \$5000 out of the library savings and depositing it into the operating account to cover the costs of salary and any other outstanding invoices that may come in prior to receiving the school's funding. Steve Davis seconded the motion. The motion passed unanimously.

PUBLIC COMMENT

President, Steve Davis, opened the floor up to public comment. Several members of the public asked to speak, with Linda Marlo asking that attachments to the minutes be uploaded to the website with the minutes. Pat Kitz questioned how the library would keep running without a director in place. Cynthia Weinrich commented that she was very happy with the previous staff and made the suggestion that the board consider the possibility of utilizing the old staff. Tina Fleming made the comment that the current staff might benefit from additional training.

As the public comment portion seemed to be becoming more of a back and forth debate, Steve Davis officially closed public comment and asked the board continue onto the next item on the agenda.

COMMITTEE REPORTS:

125th Anniversary Committee Report

Committee stated that it would start meeting again and get all plans underway.

OLD BUSINESS/UNFINISHED BUSINESS:

1. Linda Lewis questioned whether or not we should have a meeting with the Town Board regarding the Bancroft Trust. Steve Davis felt that as long as new town board members were given the information regarding their fiduciary responsibilities to the Bancroft Trust, as outlined by the Town's attorney, there was probably no need for an additional meeting. Seth Pitts, Town Supervisor, indicated that all new board members would be given this information.
2. 501 3(c) – adjourned to the next regular meeting in the interest of time.
3. Expansion plans for the Library – adjourned to the next regular meeting in the interest of time.
4. Library hours – the discussion of changing the library hours was adjourned to the next meeting to allow time to review the results of the survey Phyllis Alberici had started for public input and suggestions on hours of operation.
5. Expanding the size of the Board. The Board must have at least 5 members but not more than 11. At this point, Ed Hutchins informed the Board that he would be tendering his resignation and that his last meeting would be the December 2016 meeting. Ed regretfully tendered this resignation but stated it was due to an exciting opportunity that would take him out of town for several months. Steve Davis then presented a resume from Ed Donoghue. Mr. Donoghue submitted this resume and asked to be considered as a potential new trustee. The Board then asked the public to submit suggestions for further potential trustees.

NEW BUSINESS:

1. Staff Hours – it was determined that, for budget reasons, the library must return to staffing the hourly employees at a maximum of 17 hours per week.
2. Review of the proposed Fine Policy submitted by Phyllis Alberici would be adjourned to the next regular meeting.
3. Any discussion regarding Safety issues would have to wait and be discussed with the new library director.
4. A brief mention was made to the idea of putting a link between the Town website and the Library website. Further discussion about this idea was postponed and will be revisited at a later meeting.

EXECUTIVE SESSION

Chris Preble made a motion that the Board go into executive session to discuss the prospects of library director. Sandy McClellan seconded this motion.

When the Board came out of executive session there was no determination/vote on replacing the library director but members of the Board thought the best course of action would be to call SALS and have them provide an interim director. Steve Davis said he would contact Sara Dallas immediately to get this request underway so that there would be an interim director in place by the beginning of next week.

The meeting then adjourned with by a motion made by Kim Erbe and seconded by Chris Preble. Motion passed unanimously. NEXT MEETING – October 6, 2016 at 5:00PM.

Respectfully submitted:

Kim Erbe, Secretary