

New Hartford Public Library
Board of Trustees Meeting
November 28, 2018
Sammon Room, 5:00 p.m.

Present: Joanne Donaruma-Wade, Lawrence Dunn, Virginia Emmert, Kathleen Jarrett, Jennifer A. Logue, Andrea Lynch, Heather Mowat, Raymond Philo, John Pitarresi, Jay Winn, Interim Director, Anne DuRoss.

Absent: Ylva Cortright

Visitors:

Paul Steates, Esq.

Paul Miscione, New Hartford Town Supervisor

Richard Sherman, New Hartford Town Highway Superintendent

At 5:00 p.m., President H. Mowat called this meeting of the New Hartford Public Library Board of Trustees to order and led all assembled in the Pledge of Allegiance.

Public Presentation/Comment

Mr. Steates, Esq. and Mr. Miscione offered presentations to the Board.

Approval of Minutes from October 17, 2018 and from Special Meeting, November 12, 2018

Motion to approve the minutes of the October 17, 2018 regular Board meeting was offered by J. Winn, seconded by R. Philo and was unanimously approved. **Motion** to approve the minutes of the Special Meeting, November 12, 2018 was offered by J. Pitarresi, seconded by J. Winn and was unanimously approved.

Interim Director's Report A. DuRoss

*Board members were reminded of the program to be offered at Mid York Library on December 5, 2018, 6:00-7:00 p.m.: Legal Overview of Sexual Harassment Prevention.

*Annual required training will be available for Board members at Mid York in January TBA or at NHPL on January 21, 2018.

*A. DuRoss will attend the Legislative Breakfast at MVCC on Friday, December 7, 2018, 8:30-10:00 a.m.

*Please see attached complete report for additional information.

President's ReportH. Mowat

Nothing additional to report.

Treasurer's ReportR. Philo

A **motion** to approve the October 2018 financial statement of revenues and expenditures was offered by K. Jarrett, seconded by J. Winn and unanimously approved.

After a review of documents, a **motion** approving the payment of bills dated October 18, 2018-November 28, 2018 was offered by L. Dunn, seconded by J. Donaruma-Wade and unanimously approved.

Committees:

FinanceR, Philo

Budget for 2019 will be presented and voted upon in the December 2018 meeting.

Buildings and GroundsJ. Winn

*SAM Grant: A. DuRoss is checking monthly for an approval to start this project.

*Flagpole : J. Winn provided Flagpole Preliminary Research. Board members were asked to review the information in preparation for discussion of this project at our December meeting.

Personnel/TechnologyA. Lynch

Director Evaluation will most likely occur in January/February.

Policies/NominatingV. Emmert

The slate of officers for 2019 will be recommended at the December Annual Meeting.

Public Relations/Government CommunicationH. Mowat

Nothing to report.

Long Range PlanningK. Jarrett

The final draft Long Range Plan will be sent to Board members two weeks prior to our December meeting for review. Vote on the plan will take place at the December meeting.

Director SearchV. Emmert

Interim Director A. Du Ross will complete coursework for her MLS on December 7, 2018.

Friends of New Hartford Public LibraryV. Emmert

Very successful Bill Bonsted Miniature Golf Tournament on Saturday, November 3rd with \$5087 raised. Many came into the Library to play the course and enjoy this community event. Thanks to Board members who volunteered to help or were present during the event and to the Friends of NHPL for all of their hard work. Some of the proceeds will be used to replace outdated technology.

Motion to Adjourn

Motion to adjourn was offered at 6:50 p.m. by R. Philo, seconded by J. Pitarresi and unanimously supported.

Next Meeting: Wednesday, December 19, 2018

Respectfully submitted,

Virginia Emmert
Secretary