

New Hartford Public Library
Board of Trustees Meeting
Wednesday, April 24, 2019
Sammon Room

Present: Ylva Cortright, Lawrence Dunn, Virginia Emmert, Kathleen Jarrett, Jennifer Smith-Logue, Andrea Lynch, Heather Mowat, Raymond Philo, John Pitarresi, Director Anne DuRoss.

Excused: Joanne Donaruma-Wade

Guest: Nick Grimmer, Community Foundation

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

Approval of March 2019 Minutes

Minutes were not yet available.

Director's ReportA. DuRoss

* Anne DuRoss was appointed by Civil Service as NHPL Director on April 5, 2019.

* **Motion** was offered by Y. Cortright to abolish the title Senior Library Clerk (#PNHPL-071) from the library's table of organization. This **motion** was seconded by A. Lynch and unanimously approved.

***Motion** to change our Petty Cash Policy increasing the amount in that fund monthly from \$400 to \$500. This **motion** was offered by L. Dunn, seconded by R. Philo and unanimously supported.

*By the time the bid on the work in the Lally Garden to repair the granite bench was authorized last year, it was too late to begin that work. The contractor has offered a new estimate for that work and recommends removing the tree in the center of the circular bench. A. DuRoss will again seek bids for this expanded project.

President's ReportH. Mowat

Nothing to report at this time.

Treasurer's ReportR.Philo

Motion to approve the March 2019 financial Statement of revenues and expenditures was offered by J. Pitarresi, seconded by K. Jarrett and unanimously approved.

After a review of documents, a **motion** to approve the payment of bills dated March 21, 2019-April 24, 2019 was offered by R. Philo, seconded by J. Pitarresi and was unanimously approved.

Committees:

Finance Committee.....R. Philo

Nothing to report.

Buildings and GroundsL. Dunn

This committee met with Andy Alesia to review the SAM grant project and will meet again within the week to finalize plans.

Personnel and TechnologyA. Lynch

Nothing to report at this time.

Policies/NominatingV. Emmert

Review of policies has begun. Before the May Board meeting, trustees will be sent approximately 5 or 6 policies including some with proposed changes and others with a recommendation to remain “as is”. Please review these and be ready to vote on adoption of this group of policies at our next meeting. We need to completely review our Policy Manual by the end of 2019.

Public Relations/Government CommunicationsH. Mowat

Nothing to report at this time.

Long Range PlanningK. Jarrett

Nothing to review at this time.

Friends of NHPLV. Emmert

Next meeting on Saturday, April 27, 2019, 9:30 am.

Lotus B. Howland Fund Committee.....A. Lynch

After discussion/clarification with Mr. Grimmer , a **motion** was offered by J. Smith-Logue to approve the methodology of selecting the Advisory Committee for this Fund as described in Attachment A of the Designated Fund Agreement. This **motion** was seconded by K. Jarrett and was unanimously approved by the Board.

Motion of Adjournment

A **motion** to adjourn was offered at 6:40 p.m. by A. Lynch, seconded by Y. Cortright and was unanimously approved.

Next regularly scheduled meeting: Wednesday, May 15, 2019, 5:00 pm. Sammon Room.

Respectfully submitted,

Virginia Emmert
Secretary