

**Seymour Public Library District Board of Trustees Meeting**

**Date: August 27, 2019**

Trustees Present: Kathleen Carnes, Ellen DelloStritto, Mike Trapani, Pat Messina, Nancy Karpinski, Larry Liberatore, Ginny Kent

Excused: Dawn Taylor, Jim Hanley

Staff Present: Lisa Carr, Dixie Warner-Webert

Guests: Sarah Glogowski, Deb Lewis, Susan Marteney from Finger Lakes Library System

The meeting was called to order at 5:35 pm

Agenda Item	Discussion	Action Taken/Next Steps
<b>CONSENT AGENDA</b>		
<p>*Minutes of 7/23/19 meeting                      *August Director's Report                      *Committee Reports                          - Finance</p>		<p><b>Motion to approve the Consent Agenda By Pat Messina, seconded by Ellen DelloStitto. Approved unanimously.</b></p>
<b>PUBLIC COMMENT</b>		
None		
<b>UPDATES</b>		
<p><b>Finger Lakes Library System (FLLS)</b></p>	<p>Sarah Glogowski, FLLS Executive Director, gave an overview of FLLS and the service it provides its 33 libraries in its service area: interlibrary loan, materials catalog, consulting and training services, space planning, grant writing.</p> <ul style="list-style-type: none"> <li>• The FLLS Annual Meeting will be held on Friday, October 18, 9:30 - 1:30 in Waverly, NY. Only trustees can vote at the annual meeting, not library staff.</li> <li>• South Central Regional Library Council is hosting a Legislative Breakfast on 9/13/19.</li> <li>• Advocacy Day will be Tuesday, February 25, 2020 in Albany. This is an opportunity to meet with elected officials.</li> <li>• Sexual harassment prevention training due October 9, 2019; online link FLLS.org/HR.</li> <li>• Deb Lewis. FLLS Trustee -Cayuga County representative, complemented FLLS on how responsive they are to ILL requests.</li> <li>• FLLS prepping for 2020 census, updating catalog system and E-content usage continues to grow.</li> </ul>	
<b>ACTION ITEMS</b>		
<p><b>Approve June (revised) and July Financial Statements and Claims from July 2019</b></p>	<p>Mike Trapani related that the \$25,000 received from the Foundation towards the Bell and Spina project is not in today's printed report; will be in subsequent reports.</p>	<p><b>Motion to approve the Financial Statements for June (as amended) and July 2019 as presented by Ellen DelloStritto and seconded by Ginny Kent. Unanimously approved.</b></p> <p><b>Motion to approve claims for July 2019 by Ellen DelloStritto, seconded by Mike Trapani. Unanimously approved.</b></p>

Agenda Item	Discussion	Action Taken/Next Steps
<b>CD: 6 month CD at 1.75% 2nd Tax Payment from Auburn</b>	Mike reported that the Finance Committee recommends depositing 700,000 into a 6 month CD at Generations Bank at 1.75% He inquired if the Finance Committee has the authority to do so directly or should it be function of the full Board? The Director will check on it and get back to Board.	<b>Motion by Ellen DelloStritto to authorize the Director to deposit \$700,000 into a 6 month CD at Generations Bank at the current rate of 1.75% Nancy Karpinski seconded. Unanimously approved.</b>
<b>Electronic Funds Transfer Policy 2nd reading</b>		<b>Motion to accept ETF Policy by Ellen DelloStritto, seconded by Ginny Kent. Unanimously approved.</b>
<b>Friends of Seymour Library MOU and Expenditure Guidelines</b>		<b>Motion to accept FSL MOU and Expenditure Guidelines by Nancy Karpinski, seconded by Larry Liberatore. Unanimously approved</b>
<b>2019-2020 Construction Grant</b>	Paul Mays estimates construction costs of 534,000 for the Children’s Room renovation, exterior lights in front of building and a lift. The Director read the “Assurances” document that legally requires the library to have sufficient funds (half) on hand to qualify for state grant.	<b>Motion by Pat Messina to accept “Assurances” document, Larry Liberatore seconded. Approved unanimously.</b>
<b>DISCUSSION ITEMS</b>		
<b>Board Retreat</b>	Ginny Kent reported that seven trustees attended plus the Director. It was very worthwhile and she would like a follow-up meeting	
<b>Election and Referendum</b>	The Director reviewed the election /referendum timeline with the Board. Trustees must Petitions with 10 or more signatures need to be returned by close of business September 24, 2019 to appear on the ballot. Owasco - 2 seats, Sennett - 1 seat	
<b>Budget Proposal 2020</b>	The Director made changes as per requested at the Finance Committee meeting	<b>The Director will send whole spreadsheet to Board via email.</b>

The meeting was adjourned at 6:51 on a motion by Ellen DelloStritto, seconded by Pat Messina, unanimously approved.

**Next Regular Board of Trustees Meeting: Tuesday, September 24, 2019, 5:30 pm**