

CVW Long Lake Public Library

BOARD MINUTES

Tuesday, September 18, 2018 7:00 pm

**APPROVED
OCTOBER 16, 2018**

ROLL:

President, Tom Schail	Present
Vice President, Bob Dechene	Present
Vice President of Finance, Jules Comeau	Present
Secretary, Bill Sandiford	Present
Trustee, Rick Paula	Present

Christine LaRocque, Library Director
Sue Kunzmann, Clerk

Bob Tice

President Tom Scahill called the meeting to order at 7:04 pm

AGENDA, MINUTES AND EXPENDITURES:

Approved: On Motion by Rick, seconded by Bob, with all in favor of adopting the **Agenda** for the September 18, 2018 meeting

Approved: On Motion by Rick, seconded by Bill, with all in favor of approving the **Minutes** of the August 21, 2018 meeting

Approved: On Motion by Jules, seconded by Rick, with all in favor of approving the **Expenditures** for the period August 22, 2018 through September 18, 2018

PRESIDENT'S REPORT:

Tom distributed Evaluation Forms for the Director to the Board. He would like them placed in his slot when each Trustee completes his form.

DIRECTOR'S REPORT:

Christine reported that a check for \$39,266 has been received for the NYS Construction Grant

15 people took the Jewelry Class from Louisa Wright on September 11, 2018

Christine will attend the next Director's Council meeting on September 26, 2018

Christine has received a letter of resignation from Susan Svoboda as our independent auditor. Sue has reduced her bill to \$2,000

The library will need to appoint a new auditor as our financial statements are completed every two years in odd years. Jules suggested that we put together a RFP (Request for Proposal)

Christine will attend a photo op with Jim Tedisco at the Indian Lake Fire Station on Saturday, September 22, 2018

COMMITTEE REPORTS:

FINANCE:

Approved: On Motion by Jules, seconded by Bill, with all in favor of approving the **Resignation of Sue Svoboda** as Independent Auditor and **to pay her invoice of \$2,000 for her work on the NYS Comptroller's Report**

Approved: On Motion by Jules, seconded by Rick, with all in favor of approving an **increase of 3% in hourly wage** for Sue, Pat and Kevin retroactive to July 1, 2018

Approved: On Motion by Jules, seconded by Rick, with all in favor of approving the **move of \$20,000 from the Operating Account to the Capital Fund Account**

Approved: On Motion by Jules, seconded by Bob with all in favor of approving the **Closing of the Money Market Account and depositing the Balance into the Capital Fund Account**

PERSONNEL:

Director's evaluation forms were distributed and will be returned to Tom, board president.

BUILDINGS & GROUNDS:

Tom said that the work on the front pillars is complete and thanked Bob Tice for his work on the landscaping.

LONG RANGE & STRATEGIC PLANNING:

The Committee of Bob, Rick and Christine will meet to come up with a plan

OTHER BUSINESS:

Rick said that he has accepted a position at the School as a Long Term Substitute Librarian

PUBLIC EXPRESSION:

Bob Tice spoke about flag.

Next Meeting: Tuesday, October 16, 2018 at 7:00 pm

Adjournment: On Motion by Rick, seconded by Bob, with all in favor, the Board adjourned at 7:50 pm