

Monroe Free Library

Minutes of the Meeting of the Board of Trustees of the Held on January 14, 2013

Present Board Members		Absent/Excused
S. Keltai, President	P. Shanley	B. Zeman
K. Demos, Vice President	G. Whittington	C. Pakula
P. Browne, Treasurer	C. LeViseur	B. Bowen
B. Zerner, Recording Secretary		R. Ross
D. Harris, Corresponding Secretary		

Also Present

M. McIntosh, MFL Director

Call to Order

S. Keltai called the meeting to order at 8:45 p.m.

Disposition of Minutes

Motion to approve the minutes

On motion of P. Browne, seconded by K. Demos

Ayes: unanimous

Nays: 0

Abstain: 0

Opposition: 0

Public Comment

None

Correspondence

M. McIntosh presented: MFL staff supported MADD initiative.

K. Demos presented: MFL fund-drive donation was made by patron from NYC on behalf of G. Whittington, Trustee

Directors Report

M. McIntosh presented: M. Duffy, staff member, is coordinating a staff initiative/community give-back with baked cookies and hot chocolate being served to patrons on Saturdays during January 2013. Discussion was had regarding putting recipe cards up for the baked goods, so that patrons are aware of ingredients, in the event of possible allergies.

MFL received Orange County Legislative grant in the amount of \$4,853.57. It is expected that OLA will be cutting funds next year.

I. Murphy has been promoted to IT Dept. Head.

Treasurers Report

P. Browne reported and made a recommendation to review budgeted line items every 3 months to tweak lines for better alignment and to keep budget lines more realistic.

P. Browne presented November 2012 budget.

On motion for approval by K. Demos seconded by D. Harris

Ayes: 7

Nays: 0

Abstention: C. LeViseur

P. Brown presented December 2012 budget.

On motion for approval by P. Shanley, seconded by B. Zerner

Ayes: 7

Nays: 0

Abstention: 0

Opposed: K. Demos

COMMITTEE REPORTS

Steering Committee

K. Demos presented: A Q&A will be held at 2 p.m. on 1/16/13 at Provident Bank with C. Fiorillo (Provident), P. Mays, architect (Butler Mays), MFL counsel R. Guertin, Esq., members of the Steering Committee, and M. McIntosh. MFL may have to seek another bank since C. Fiorillo informed the Committee, today, that the rate and terms have "fluctuated" since the 2011 discussion.

A draft of the follow up letter addressing the contract between MFL and the Village of Kiryas Joel, to Hon. Abraham Weider, Mayor of the Village of Kiryas Joel was reviewed. Trustees agreed to have counsel finalize the letter, dating it January 15, with a response date of January 31, 2012, and forward same to the Mr. Weider via the US Postal Service.

On Motion to approve changing dates to 1/15/2013 and 1/31/2013 and to have R. Guertin send the letter to Mayor Weider on behalf of MFL

On Motion of C. LeViseur, seconded by G. Whittington

Yays: 7

Nays: 0

Abstention: 0

Opposed: P. Browne

Counsel, R. Guertin negotiated a possible settlement regarding the funds held in escrow for the remediation of the soil from the sale of 40 Millpond Pkwy to MFL

On motion to accept the recommendation of \$5,000 to settle the escrow account for soil remediation for 40 Millpond Pkwy

On motion for approval by P. Browne, seconded by S. Keltai

Ayes: 7

Nays: 0

Abstention: P. Shanley

Status of open matters:

- **Re:** Butler Rowland Mays -Architects contract for phase 2 was reviewed by counsel, comments have been provided and will be submitted to architects.
- **Re:** Berard & Donahue, CPA's PC -Auditors' contract has been reviewed by counsel and will be submitted to accountants.
- Awaiting response from counsel to Charter change questions.

Audit Committee

K. Demos presented: The audit will commence on 1/28/2012 with MFL auditors Berard & Donahue, CPA's PC

Buildings & Grounds

P. Browne reported: The committee met and after extensive review of various factors recommends that no remediation take place to the Book Garden at 40 Millpond. Funds will be spent only on safety issues and the building will be open to the public in warm weather.

A discussion ensued regarding the off-site Goshen storage unit, its cost and contents. M. McIntosh indicated that part of the contents were board minutes. A discussion was had regarding scanning all of stored minutes and saving them to a hard drive. It was decided that there will be a visit to the facility in the Spring with the Director and Committee for purposes of inventory and review of unit contents. Thereafter the Committee will address possible downsizing, and/or moving the contents to 42 Millpond for storage.

By Laws:

P. Shanley reported: She contacted Jerry Nichols regarding Trustee and Charter questions. Mr. Nichols is unaware of a "probation period" for Trustees. P. Shanley will provide the names of counsel familiar with charter issues and general NYS library law that MFL may want to explore.

Finance

No report.

Fund Raising

K. Demos questions the allocation of the fund-drive funds \$5,573.74. Previously the Trustees voted to put the fund-drive funds into the capital account. However, in the current reporting the funds are showing in the operating account. M. McIntosh will review this with the bookkeeper.

Grants

P. Shanley reported: The RCLS systems grant for the new windows should be received in the Spring.

Library Operating

No Report

Long Range Planning

D. Harris reported: Meeting with Provident, architect and counsel will take place at 2 p.m. on 1/16/2013 at Provident Bank, Rte 17 M in Monroe

Nominating

P. Browne reported, she will contact C. Pakula and B. Bowen to see if they want to continue their terms on the Board. Their terms expired 2013.

Public Relations

P. Shanley reported: The approved MFL budget was put behind the circulation desk so that patrons may review it. Patron response letter has been sent to inquiring patron.

Old Business

Discussions regarding excused vs. unexcused absences were had. It was suggested that this be discussed in By Laws Committee.

Review of the 2% Tax Cap as recommended by RCLS

Whereas, the adoption of the 2013 budget for MFL may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly; permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; not therefore be it

Resolved, that the Board of Trustees of MFL voted and approved to exceed the tax levy limit for 2014 by at least sixty percent of the board of trustees as required by state law on January 14, 2013.

On motion made by D. Harris, seconded by P. Shanley

Yayes: 6

Nays

Abstention: B. Zerner

Opposed: P. Browne

New Business

C. LeVisuer tendered his resignation from the Board.

On motion to adjourn C. Levisueur, seconded by P. Shanley

Meeting adjourned at 10:24 p.m.