

Board of Trustees
Monroe Free Library
Minutes of Monthly Meeting
January 11, 2016

Officers:

Kathy Demos - President
Hormoz Nozari - Treasurer
Sandra Keltai - Recording Secretary
Barbara Zerner- Corresponding Secretary

Trustees:

Denise Harris
Pat Shanley

Absent:

Paulette Browne – Vice President

Also present:

M. McIntosh - Director
M. Duffy – Assistant Director
M. Arias – Bookkeeper
M. Quarles – Head of Children and Young Adult Services.
I. Murphy – Head of Data & IT/PR
C. Strauss – Head of Reference and Adult Programming
Laura Wong-Pan – Legal counsel
Members of public, the Friends, CWA Union Rep. and additional staff.

Pledge of Allegiance

1) Call to Order / Attendance and Sign in Sheets: 8:36PM

2) Public Comment:

3) Disposition of Minutes: MOTION made by B. Zerner and seconded by H. Nozari to approve the December minutes as corrected. **UNANIMOUS.**

4)Correspondence: The Executive Director read ‘We Care’ cards. B. Zerner read a memorandum. See attached. K. Demos read thank you notes to the Board of Trustees from M. Duffy and C. Bezkorowajny for the Board’s acknowledgement of the work they do at the library. K. Demos also replied to a correspondence from L. Webb (NYSED) regarding monthly Board meetings; there was no Board meeting in October due to the lack of a quorum and there was one in November. K. Demos also received an email from G. Riario (RCLS) announcing that the first Trustee Orientation is scheduled for March 23rd from 6pm to 8:30pm at RCLS.

5) Director’s Reports: See attached report.

6) Treasurer’s/Finance Committee Reports:

MOTION made by P. Shanley and seconded by S. Keltai to accept the December 2015 'Historical' Cash Budget/Net Worth Reports. **UNANIMOUS**

7) Committee Reports:

A) Executive Committee:

MOTION made by H. Nozari and seconded by B. Zerner to approve the execution of the Town contract with the Library as corrected.
UNANIMOUS

MOTION made by S. Keltai and seconded by H. Nozari to pay our attorney bill of \$7078.35. **UNANIMOUS**

B) Steering:

MOTION made by K. Demos and seconded by S. Keltai to approve the Collective Bargaining Agreement ("CBA") with CWA, along with side agreement re: J. Movrich's vacation time, contingent upon union staff's ratification. **UNANIMOUS**

MOTION made by K. Demos and seconded by S. Keltai to offer CWA second side agreement to CBA whereby J. Movrich would retain 3.5 holiday accrual days; A. Farrugia would retain 6 holiday accrual days; M. Turner would retain 11 holiday accruals; R. Monzella would retain 12 holiday accruals with all holiday accrual days to be taken by 12/31/2016 or forfeited. **UNANIMOUS**

MOTION made by K. Demos and seconded by S. Keltai to specify, per CBA's terms that, effective 2/1/2016, the employer contribution toward union staff's NY Health Pass health insurance premiums will be increased from \$713.50 per month to \$751.40 per month. **UNANIMOUS**

C) Building and Grounds: No Report

D) Audit:

MOTION made by K. Demos and seconded by B. Zerner to reconsider leaving Berard & Associates and continue to work with them if Donalee personally works with us as she is aware of our time restraints.
UNANIMOUS

E) By-Laws: No Report

F) Fundraising (no report) and Grants: No report

G) Library Operating and Long Range Planning:

MOTION made by P. Shanley and seconded by D. Harris to pass the following resolution:

“Whereas, the adoption of the 2017 budget for the Monroe Free Library 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 3c 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; now therefore be it

Resolved, that the Board of Trustees of the Monroe Free Library voted and approved to exceed the tax levy limit for 2017 by at least the sixty percent of the board of trustees as required by state law on January 11, 2016. **UNANIMOUS**

MOTION made by K. Demos and seconded by B. Zerner for once a month transfers of \$60,000 from the Money Market account #540 at Greater Hudson Bank to the Operating account also at Greater Hudson Bank and in addition to cover exclusively payroll expenses for transfers of \$35,000 every 2 weeks from the Operating account to our dedicated Payroll account #5412 at Trustco Bank. **UNANIMOUS**

Library closings, delayed openings and early closings were discussed with regard to inclement weather. The MFL will follow the recommendations of the Monroe-Woodbury School District. If the school district is closed the MFL will close unless the Executive Director feels a closing isn't necessary. If the school district closes early so will the MFL. However, if there is a delayed opening in the school district the MFL will open at their regular time. When the school district has no recommendation, e.g., on a Sunday, the Executive Director will exercise her judgment. This policy will be displayed on the MFL website.

H) Public Relations: no report

I) Nominating: Michael Falsia, who was interested in a Trustee position, sent a letter stating that at this point he feels he does not have the time to devote to the position. Liz Walsh introduced herself and is interested in becoming a trustee.

8) Old Business

MOTION made by K. Demos and seconded by B. Zerner to have fire extinguishers installed in M. Duffy's office and the Tech Service office. **UNANIMOUS**

9) New Business: The Rotary will have a Roast Beef Dinner on Friday, January 22, 2016, for MWHS Scholarships and Make-a-Wish.

10) Good and Welfare: no report

11) Open Floor Discussion

12) Adjournment: MOTION made by K. Demos and seconded by S. Keltai to adjourn at 10:40. **UNANIMOUS**

Respectfully Submitted,
Sandra Keltai

**Next Meeting:
February 8, 2016 at 8:00PM**