

## Heermance Memorial Library

Board of Trustees

Meeting Minutes

January 18, 2018

Call to order: 7:00pm

Attendees: Linda Deubert, Claudine West, Carol Serazio, Tom Silvius,  
Mark Maraglio, Eileen West, Caitlin Ippolito, Betty Cure.  
Absent: Jeff Jones, Jennifer Weinstein

Approval of Agenda: **Motion: Mark, seconded by Carol, carried**

Nomination and Election of Officers for 2018: Motions were made, seconded and carried for the following: President, Claudine West  
Vice President, Tom Silvius  
Treasurer, Mark Maraglio  
Secretary, Eileen West

Mark Maraglio, Caitlin Ippolito and Betty Cure took the oath to be sworn in as board members.

Approval of December 2017 Minutes: **Motion, Mark, seconded by Carol, carried, abstained, Betty and Caitlin.**

Correspondence: A donation of \$750.00 received by Jeff's son for window replacement. A note was received from Cindy and the friends with thanks for the holiday party.

Director's Report: Linda reviewed the Directors Report. Linda requested approval of payment for up to \$5000.00 for the purchase of laptops through the MHLS (to be reimbursed by the Friends) and approval to purchase of a TV and stand through Amazon. The cost is estimated to be between \$500.00 and \$600.00. **Motion for approvals made by Carol, seconded by Mark, carried**

Financial Report and approval of proposed disbursements: Mark reported at year end we are ahead by \$14,028.00. Mark listed investment accounts, with amounts, and requested the investments be put back into CD's until needed. **Motion to accept financial report, disbursements, Mark's request to continue with CD's and attached Budget Amendments made by Tom seconded by Carol, carried**

Committee Reports:

2018 Permanent Committee Assignments

**Buildings and Grounds:** Chair, Carol Serazio, Jeff Jones, Betty Cure Tom Silvius

**Election, Nominations and Publicity:** Chair, Claudine West, Carol Serazio, Jennifer Weinstein

**Finance:** Chair, Mark Maraglio, Jennifer Weinstein, Claudine West, Tom Silvious

**Personnel:** Chair, Eileen West, Mark Maraglio, Caitlin Ippolito, Claudine West

**Policies and Planning:** Chair, Eileen West, Jennifer Weinstein, Caitlin Ippolito, Betty Cure

Old Business: None

New Business: Review and signatures needed for the Code of Ethics and Conflict of Interest to be completed at the next scheduled meeting

- 2018 Salary and Benefit Approval- **Motion for the approval of a 1% increase to \$55,151.00 for Linda and the attached list of 2018 Salaries made by Claudine, seconded by Tom, carried**
- 2018 Service Providers Approval- **Motion to approve the attached list of Service Providers made by Mark, seconded by Claudine, carried**
- 2018 Banks Approval- **Motion to accept The National Bank of Coxsackie and The Bank of Greene County made by Tom, seconded by Claudine, carried, Mark abstained**
- **Motion made to add Tom Silvious as a third signature for the National Bank of Coxsackie made by Claudine, seconded by Carol, carried**

Announcements: Due to several upcoming vacations, Linda will send out a Doodle Poll to schedule next month's meeting

Meetings: Held at the Library the 3<sup>rd</sup> Thursday of each month at 7:00pm, unless otherwise noted. If board cannot meet as scheduled, make-up will be the next Saturday at 9:00am

- Next Meeting: TBD by poll
- 2018 Budget Presentation to Town Board-September ( ), 2018
- 2018 Library Election- Tuesday, October ( ), 2018, 10am-9pm

Executive Session: None Required

Adjournment: 7:59pm

Submitted by: Eileen West

