

## Heermance Memorial Library

Board of Trustees  
Meeting Minutes  
December 20, 2018

Call to order: 7:05pm

Attendees: Catherine Benson, Claudine West, Caitlin Ippolito, Carol Serazio, Jeff Jones, Mark Maraglio, Tom Silvius, Eileen West, Betty Cure

Guests: None

Approval of Agenda: **Motion, Jeff, seconded by Tom, carried**

Approval of November Minutes: **Motion, Mark, seconded by Jeff, carried**

Correspondence: None. Catherine sent thank you notes to the families Betty Flynn, Betty Olivett and to all who donated

Director's Report: Catherine reviewed the Director's Report, adding thanks to Jeff for his efforts in regard to the kitchen updates. **Motion to accept Director's Report made by Caitlin, seconded by Mark, carried.**

**Financial Report and approval of proposed disbursements:** Mark gave his financial report. Two checks were revised. **Motion to approve Financial Report and proposed bills made by Tom, seconded by Carol, carried.** An amendment to the budget was made. \$4,000.00 from the Friends was actually \$1,000.00. **Motion made to accept the amendment to the budget made by Jeff, seconded by Carol, carried.**

Committee Reports: Building and Grounds was covered during in the Director's Report. The board reviewed the proposed holiday closing dates for 2019. **Motion made to accept the proposed closings made by Mark, seconded by Carol, carried.**

Old Business: None

New Business: Catherine passed out the remaining Trustee Handbooks

Announcements: 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.

A. Next Scheduled: January 17, 2019

B. 2019 Budget Presentation to the Town Board-September 2019

Adjournment: 7:28pm

Submitted by: Eileen West

