

Philmont Public Library
101 Main Street
Philmont, NY 12565

March 8, 2018

The regular March meeting of the Philmont Library Board of Trustees was called to order at 7:08 PM by President Nathaniel Drake. Also present were Vice President Dave Bolevice, Secretary Faith Benson, Director Tobi Farley, and visitor Jason Kenny.

A MOTION to accept the February 2018 minutes was made by Bolevice, seconded by Drake, and unanimously approved.

The Treasurer's Report was presented by Farley. The Library's Operating Fund currently totals \$36,392.78. Discussion included annual fees from MHLS and for surveillance cameras.

The Director's Report was presented by Farley. Topics discussed included:

- 1) An aerohive, a router from MHLS which will provide a more accurate count of the Library's WiFi usage
- 2) Progress on the summer art and music program, "Junk Band: Creating Harmony in Unexpected Places", to be run by artist Peter Smith during the second week in July 2018 and funded by the Greene County Council on the Arts
- 3) Library Advocacy Day in Albany, which was attended by Farley, Benson, and Bolevice
- 4) "May the Fourth Be with You", a Star Wars crafts, costume, and movie program to be held on May 4th
- 5) Restructuring the way that the Columbia County Library Directors' Association distributes County funds so that a greater amount will be used collectively
- 6) Replacement of chairs in the computer room
- 7) Petty Cash balance of \$48.79

Old Business:

- 1) Residence requirement for Library Board trustees
- 2) The need to protect patron confidentiality
- 3) Monthly meetings posted on the calendars of the Library, the Village, the Hudson Register-Star, and The Columbia Paper, which will also list upcoming Library events

New Business:

- 1) The resignation of Library Board trustee and Treasurer Rain Whittaker
- 2) Posting the monthly minutes of the Library Board in a binder at the Circulation Desk
- 3) The 2018-2019 Budget: A MOTION was made by Bolevice, seconded by Drake, and unanimously approved that the Board accept the 2018-2019 Library Budget, which includes a \$0.25 per hour raise for all Library staff, effective June 1, 2018.
- 4) The 2017 Annual Report
 - a. Items discussed included an increase in circulation from 15,000 to 17,000, and an increase in programs for teens and adults.
 - b. A MOTION was made by Drake, seconded by Benson, and unanimously approved that the Board accept the 2017 Annual Report as presented by Farley.
- 5) A MOTION was made by Benson, seconded by Drake, and unanimously approved that Valerie Milligan-Burgess be hired to join the Library staff as a Saturday clerk and a weekday substitute clerk at the current hourly rate of \$12, effective immediately.
- 6) Policies:
 - a. A MOTION was made by Bolevice, seconded by Drake, and unanimously approved that the Board accept the policy revisions and additions as presented by the Policy Committee.
 - b. Additional policies needed
 - c. Posting Library policies in a binder at the Circulation Desk
- 7) Revision of Library By-laws
- 8) A MOTION was made by Drake, seconded by Bolevice, and unanimously approved that the Board nominate Jason Kenny as a Library Board trustee.
- 9) A MOTION was made by Drake, seconded by Benson, and unanimously approved that the date of the April 2018 meeting of the Library Board be moved from April 4 to April 11.

A MOTION to adjourn was made by Bolevice, seconded by Drake, and unanimously approved at 9:08 PM.

The next meeting of the Library Board will be held at 7:00 on Wednesday, April 11, 2018, with a rain date of Thursday, April 12.

Respectfully submitted,

Faith Benson, Secretary