

Philmont Public Library
101 Main Street
Philmont, NY 12565

June 6, 2018

The Annual Meeting, the first meeting of the June 2018 through May 2019 fiscal year, of the Philmont Public Library Board of Trustees was called to order at 7:09 PM by President Nathaniel Drake. Also present were Vice President Dave Bolevice, Secretary Faith Benson, Treasurer Jason Kenny, Daniel Starr, and Director Tobi Farley.

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

Correspondence was presented by Benson and discussed.

The Treasurer's Report was presented by Kenny. The Library's Operating Fund currently totals \$45,090.47. Discussion included:

- 1) A surplus of \$8536.27 from the 2017-2018 fiscal year
- 2) Possibilities for investment
- 3) Adding "Building Improvement" to the 2018-2019 budget

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

- 1) Building repairs, including replacement of the window in the teen room and possible work to be done on the roof
- 2) Library *Star Wars* Day, "May the Fourth Be with You"
- 3) A future "Book to Movie" date and pop-up sale of baked goods and DVD's, both run by teen patrons
- 4) "Spring into Learning", a program which provided students at Taconic Hills School with information about local library programs and the benefits of having a library card
- 5) The Summer Reading Program, "Libraries Rock!", with events planned every Thursday, from 3:00 to 4:30, June 28 through August 2, and a culminating picnic at the Claverack Town Park at 6:00 on Tuesday, August 7
- 6) "Library Aware", a program for making posters and newsletters, which has been purchased by Columbia County for use by its libraries
- 7) Grants and donations
- 8) Circulation
- 9) Petty Cash

- 10) Free museum and park passes offered to patrons:
 - a. Three-day passes for individuals and families to area museums from Hudson to Albany to Hyde Park to Pittsfield and Williamstown, MA
 - b. Empire Passes, which give free daytime admission into NYS parks for a carload of passengers
- 11) MHLS Trustee Education workshops in Kingston and Poughkeepsie:
 - a. "Trustee Essentials", September 7 and 22
 - b. "Financial and Fiduciary Responsibility", September 25
 - c. "Strategic Thinking: Planning and Advocacy", October 6 and 11

Old Business:

- 1) Purchase and placement of two book and DVD drop boxes, which will be installed by the Village
- 2) The "Memorandum of Understanding": A MOTION was made by Starr, seconded by Kenny, and unanimously approved that the Library Board accept the Memorandum of Understanding between the Friends of Philmont Public Library and the Philmont Public Library as approved by the Friends on May 21, 2018.
- 3) Progress on the revision of the Library's Charter: Benson sent NYS (through the MHLS) the Board's minutes from March 2017, showing the Board's unanimously approved motion that its Charter be revised to read that the number of its trustees should be from 5 to 7 instead of exactly 5.
- 4) Library Policies discussed and revised:
 - a. "Fire" and "Health" Emergencies
 - b. "Young Patrons"
- 5) Library Policies tabled for discussion until July:
 - a. "Dates of Meetings" for the Board of Trustees
 - b. "The Cultural Center"
 - c. Technology: "Computer Use", "Internet Use", "Wireless Internet Use", "Photocopier and Printer", "Shredder", and "Fax Machine"

New Business:

- 1) Resignation of Renee Dobert as the Library's Assistant Director: The Board unanimously agreed to accept Renee Dobert's resignation as Assistant Director at the hourly salary of \$15.25, but she will remain a member of the Library staff and be reinstated as a clerk at the current hourly salary of \$12.25.
- 2) Annual election of officers of the Board of Trustees: A MOTION was made by Starr, seconded by Bolevice, and unanimously approved that the Board reappoint the current slate of officers in their current positions for the 2018-2019 fiscal year.
- 3) Annual designation of the Library's Newspaper of Record: A MOTION was made by Bolevice, seconded by Drake, and unanimously approved that the Board continue to use the Hudson Register-Star as the Library's Newspaper of Record for the 2018-2019 fiscal year.

- 4) Annual designation of the Library's official bank: A MOTION was made by Kenny, seconded by Starr, and unanimously approved that the Board continue to use the Bank of Greene County as the Library's official bank for the 2018-2019 fiscal year.
- 5) Annual decision of the number of trustees to be on the Library Board: A MOTION was made by Drake, seconded by Bolevice, and unanimously approved that the Library Board continue with its current number of 5 trustees for the 2018-2019 fiscal year.
- 6) Annual listing of the Board's standing committees: The Board currently has no standing committees, and does not anticipate the creation of any during the 2018-2019 fiscal year.
- 7) Art shows in the Cultural Center:
 - a. The possibility of the Board's hiring a curator as an independent contractor
 - b. Artists' participation in Library fundraisers
- 8) Volunteers for the "Book-It" 5K race on Sunday, June 10
- 9) Needed repair or replacement of a broken table outside the Pavilion

A MOTION to adjourn was made by Starr, seconded by Bolevice, and unanimously approved at 8:57 PM.

The next meeting of the Library Board will be held at 7:00 on Thursday, July 5, 2018.

Respectfully submitted,

Faith Benson, Secretary