

EMMA S. CLARK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
May 16, 2018

A regular meeting of the Board of Trustees of the Emma S. Clark Memorial Library Association was called to order at 7:33pm by Orlando Maione, Vice-President. The following trustees of the Board, consisting of a quorum, were present: Deborah Blair, Treasurer; Christopher Fletcher, Secretary; Carol Leister; Anthony Parlatore; Richard Russell; and David Douglas. Excused were: Linda Josephs, President; and Suzanne Shane. Also present was Ted Gutmann, Library Director.

I. PERIOD OF PUBLIC EXPRESSION

No one from the public wished to speak.

II. MINUTES

Mr. Russell made a motion to accept the minutes from April 18, 2018, seconded by Mr. Parlatore and passed unanimously.

III. PRESIDENT'S REPORT

Mr. Maione gave a brief report. A site visit was made to Sachem Library to view their café. The committee received a lot of good information.

IV. TREASURER'S REPORT & APPROVAL OF WARRANTS

Ms. Blair reported that all the bills are paid, and our budget is in good shape.

Ms. Leister made a motion to accept the Treasurer's report seconded by Mr. Russell and passed unanimously.

V. DIRECTOR'S REPORT

The attached Director's report was read and discussed.

VI. COMMITTEE REPORTS

Buildings and Grounds: New carpet is to be installed on the lower level of the Library on May 21st. New lights were installed at the entrance and exit to the Library.

Personnel: The personnel committee met to discuss the mandated minimum wage requirements.

Investment: Mr. Russell will be in contact with financial advisor Phil Incorvia and will schedule a day to meet next month.

VII. OLD BUSINESS

No old business to discuss.

VIII. NEW BUSINESS

- Mr. Russell made a motion to offer new terms to Linda Josephs, Orlando Maione and Carol Leister. Seconded by Mr. Parlatores and passed unanimously.
- Mr. Russell made a motion to nominate Orlando Maione as President, Deborah Blair as Vice President, Chris Fletcher as Treasurer, and Carol Leister as Secretary. The motion was seconded by Mr. Parlatores and passed unanimously.
- The contract with Three Village Central School District to provide library services was presented for consideration. Ms. Leister made a motion to accept the contract, seconded by Ms. Blair and passed unanimously.
- The preliminary 2019 Budget was prepared by the Director.
- Ms. Blair made a motion to pay \$36,460.65 for the installation of the carpeting on the lower level of the Library. This was seconded by Ms. Leister and passed unanimously.

IX. ADJOURNMENT

Mr. Parlatores made a motion to adjourn the meeting at 8:30pm, seconded by Mr. Russell, passed unanimously.

Respectfully submitted,
Carol Leister, Secretary

Recorded by: Christopher Fletcher