

EMMA S. CLARK MEMORIAL LIBRARY  
BOARD OF TRUSTEES MEETING  
April 18, 2018

A regular meeting of the Board of Trustees of the Emma S. Clark Memorial Library Association was called to order at 7:54pm by Linda Josephs, President. The following trustees of the Board, consisting of a quorum, were present: Orlando Maione, Vice President; Christopher Fletcher, Secretary; Deborah Blair, Treasurer; Anthony Parlatore; Richard Russell; Suzanne Shane; Carol Leister; David Douglas. Also present was Ted Gutmann, Library Director.

**I. PERIOD OF PUBLIC EXPRESSION**

No one from the public wished to speak.

**II. MINUTES**

Mr. Parlatore made a motion to accept the minutes from March 28, 2018, seconded by Mr. Maione and passed unanimously.

**III. PRESIDENT'S REPORT**

Ms. Josephs gave a brief report.

**IV. TREASURER'S REPORT & APPROVAL OF WARRANTS**

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

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

**V. DIRECTOR'S REPORT**

The attached Director's report was read and discussed.

**VI. COMMITTEE REPORTS**

**Buildings and Grounds:** Waiting for start dates for lower level carpet and exterior electrical work. Mr. Gutmann arranged for a visit to Sachem Public Library to see their café space on April 26 at 11:00 am. Mr. Gutmann reported that there was an increase to New York State library construction grants this year and that the lower level bathrooms could be a good project for that.

**Personnel:** Will meet shortly.

**Investment:** Mr. Russell has been in contact with financial advisor Phil Incorvia, and will schedule a day to meet next month. Mr. Fletcher agreed to be on the Investment Committee.

**Nominating (ad-hoc):** The committee met. Terms for three trustees will be expiring this year. The committee recommended the following proposed slate of Trustees for next month's

meeting: Linda Josephs, Orlando Maione, and Carol Leister. Proposed Officer positions: Orlando Maione, President; Deborah Blair, Vice President; Christopher Fletcher, Treasurer; Carol Leister, Secretary.

## **VII. OLD BUSINESS**

- Approval of auditor's report  
Mr. Maione made a motion to accept the auditor's report seconded by Mr. Russell and passed unanimously.

## **VIII. NEW BUSINESS**

- Confirmed Date/Time for 2019 Budget Vote - Wednesday, September 26, 2018, 10:00am - 9:00pm in the Periodicals Room.  
Mr. Russell made a motion to accept the 2019 budget vote date and time, seconded by Ms. Blair and passed unanimously.
- Mr. Maione made a motion based on the auditor's recommendation, that beginning on June 1, 2018, the Board President, Treasurer, and Immediate Past Treasurer shall be the only authorized signers on Library bank accounts, seconded by Ms. Leister, passed unanimously.

## **IX. ADJOURNMENT**

Ms. Leister made a motion to adjourn the meeting at 8:17pm, seconded by Ms. Blair, passed unanimously.

Respectfully submitted,  
Christopher Fletcher, Secretary

Recorded by: Robert Johnson