

EMMA S. CLARK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING

August 21, 2019

7:30 p.m.

MINUTES

A regular meeting of the Board of Trustees of the Emma S. Clark Memorial Library Association was called to order at 7:30 p.m. by Orlando Maione, Board President. The following trustees of the Board consisting of a quorum were also present: Christopher Fletcher, Treasurer; Linda Josephs; Anthony Parlatore; Suzanne Shane; Richard Russell; David Douglas. Also present was Ted Gutmann, Library Director. Absent with excuse: Carol Leister and Deborah Blair.

I. CALL TO ORDER

The Pledge of Allegiance was recited.

II. PERIOD OF PUBLIC EXPRESSION

No one from the public wished to speak.

III. MINUTES

Mr. Parlatore made a motion to approve the minutes from the June 19, 2019 Board meeting, seconded by Mr. Russell and passed unanimously.

IV. PRESIDENT'S REPORT

Mr. Maione, gave a brief report regarding the proposed renovation Library's flat roof sections. Tremco Roofing was selected as the vendor with the best solution for a fluid-applied product with 30-year warranty. A decision regarding selecting a contractor to perform the work was tabled until further details can be given regarding the three proposals received from the Tremco-certified contractors.

V. TREASURER'S REPORT & APPROVAL OF WARRANTS

Mr. Fletcher reported that the budget is in great shape. Mr. Fletcher made a motion to approve the Treasurer's Report and Warrant as submitted, seconded by Mr. Parlatore and passed unanimously.

VI. DIRECTOR'S REPORT

The attached Director's report was read and discussed. The Board agreed with Mr. Gutmann's decision to discontinue the Lynda.com service at the end of the due to concerns about patron privacy. Mr. Gutmann also reported that he will be attending a meeting at SCLS on August 26, regarding the new NYS vaccination law. He also reported that he will be attending a meeting at SCLS on September 25 regarding the impact of Macmillan Publisher's recently announced embargo on ebook sales to libraries.

VII. COMMITTEE REPORTS

Buildings and Grounds: (See President's Report).

Personnel: No report

Investment: Mr. Russell reported that he will arrange a fourth quarter Committee meeting with the Library's investment advisor. Date to be determined.

VIII. OLD BUSINESS

Cafe Project – Mr. Maione reported on the recommendations from the Building & Grounds Committee which met immediately prior to the Board meeting. Mr. Maione presented revised architectural drawings for the outdoor terrace and its means of access from inside the Library. The revised drawings by John Cuniffe, Architect, show the doorway to the terrace moved from within the Delaney Room to a location in the main library adjacent to the Delaney room. The revised solution preserves the Delaney Room intact and would eliminate foot traffic through the Delaney Room to and from the outdoor terrace. The Board agreed that the project should proceed along these lines.

IX. NEW BUSINESS

Bill.com updated terms of service - The issue was tabled until the September Board meeting in order for the Board to gather more information. Mr. Gutmann was asked to email members of the Board a copy of the full terms of the agreement prior to next month's meeting.

Possible gift of property – The issue was discussed in open session. Mr. Parlato made a motion to authorize the Director to send a letter stating gratitude for the property offer but that the Library Board of Trustees respectfully declines the offer, seconded by Mr. Fletcher and passed unanimously.

X. ADJOURNMENT

Ms. Josephs made a motion to adjourn the meeting at 8:09 p.m., seconded by Ms. Shane and passed unanimously.

Respectfully submitted,
Ted Gutmann (in absence of Carol Leister, Secretary)

Recorded by: Robert Johnson