

ALTAMONT FREE LIBRARY, BOARD OF TRUSTEES
2013 ANNUAL MEETING MINUTES
JANUARY 14, 2013

Present: Christine Carpenter, Sally Dague, Ruth Dickinson, Bob Haggerty, Betty Ketcham, Tony Kossmann, Christine Lennard, Tracy Russell, Craig Sargent, Natalie Schipano, Michelle Stevens, Yvette Terplak, Judith Wines

Absent: Christine Capuano, Amy Martin, and Pat Spohr

Guest: Linda Cure

The meeting was called to order at 6:35 by president Sally Dague. Sally administered the oath of office to the board and welcomed new members Christine Carpenter, Ruth Dickinson, Bob Haggerty and Michelle Stevens.

The board reviewed and approved the 2012 annual report (attached to secretary's copy) on the motion by Tony Kossmann, which was seconded by Craig Sargent. Treasurer Betty Ketcham presented the annual budget (attached to secretary's copy) and Tracy Russell made a motion to accept with a second by Tony Kossmann and approved by the board.

SEFCU and Key Bank were designated as the official depositories of the Altamont Free Library. This designation was approved by the board upon motion by Yvette Terplak and second by Tracy Russell. Tony Kossmann motioned that President Sally Dague, Treasurer Betty Ketcham, Judith Wines and Pat Spohr be authorized to sign checks on behalf of the library. This was seconded by Michelle Stevens and approved by the board.

Betty Ketcham motioned to designate T.M. Byzbee Company, Certified Public Accountants, NY, P.C. to serve as the accounting firm for the Altamont Free Library. It was seconded by Tony Kossmann and approved by the board. Upon a motion by Tracy Russell and second by Ruth Dickinson and with the approval of the board, the President and Treasurer were authorized to invest Certificates of Deposit in any of the designated official depositories.

After a motion by Christine Carpenter and a second by Michelle Stevens, William Sheehan, Esq. was designated to serve as attorney for the Altamont Free Library. The board approved the motion. The second Monday of every month was designated as the official 2013-meeting day for the Board of Trustees.

The only other business or comments at the meeting was "What A Year" which was echoed by all.

The annual meeting was motioned to adjournment by Christine Carpenter and seconded by Yvette Terplak at 6:50.

Respectfully submitted, Yvette Terplak

Old Business:

Gala Update – Over 70 responses were received to invitations for membership on the Honorary Committee. Two hundred and forty general Gala invitations went out. Guest Linda Cure gave an update on various aspects of the Gala. Plans are falling into place nicely. Yvette Terplak reported that requests for donations to the auction were sent out in December and have begun to come in. Board members are once again being asked to donate a “themed basket” or item for the auction. Board members will also be asked to help with follow-up calls

New Business:

Committee sign-up sheet - The sign-up sheet for 2013 board committees was circulated.

2013 Calendar - Sally is going to put out a calendar of activities for the year.

2013 Goals - The board will look at long-range goals for the year and beyond

Other Business and Comments:

President Sally Dague mentioned that there is still a need to continue reviewing and organizing some library files in storage at her house before bringing them to the library for permanent storage.

Adjournment: The regular meeting was adjourned to executive session at 7:45.

Executive Session:

The board met in executive session at 7:45 to review and discuss the director’s contract (copy attached to secretary’s report) and evaluation. After review, Tony Kossmann made a motion to accept the contract as written and Natalie Schipano seconded it. The motion was approved. The executive session was adjourned on a motion by Tracy Russell, which was seconded by Tony Kossmann and approved by the board.

Respectfully submitted,

Yvette Terplak