

ALTAMONT FREE LIBRARY
BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
DECEMBER 10, 2012

Present: Sally Dague, Rebecca Edwards, Ron Ginsburg, Mike Hill, Ellen Howie, Betty Ketcham, Tony Kossmann, Amy Martin, Tracy Russell, Natalie Schipano, Pat Spohr, Yvette Terplak, Judith Wines

Absent: Christine Capuano, Linda Cure, Christine Lennard, Craig Sargeant

Tony Kossmann called the Regular Board meeting of the Altamont Free Library to order at 7:00pm

Minutes of November meeting

Ellen Howie made a motion to accept the minutes as amended, the motion received a second from Yvette Terplak, the November meeting minutes were approved as amended.

Directors Report

Judith Wines sent report prior to meeting, attached. Sally Dague reported that she and Judith met with Ken Runion to discuss the ballot, he did not think this was the right thing to do. There will be further discussion.

Treasurer's Report

Betty Ketcham presented the Treasurer's Report, attached.

- Received bequest from the estate of Doris Collins in the amount of \$10,000

Committee Reports

Personnel Committee – no report

Program Committee – no report

Building Committee Report

- Spray foam started in the basement should be completed by Friday
- Waiting on a price for the windows from Altamont Glass; Natalie Schipano will contact American Glass
- Brett Pullium will begin the foyer as his next project, no current date scheduled
- Rebecca Edwards will make a contact with someone to repair the furnace

Old Business

Gala Committee Report

- Amy Martin reported confusion on the honorary committee letter
- Sally reported that from the 80 mailed honorary letters, \$4,800 has been collected totaling 42 guests confirmed for the Gala
- Invitations will be mailed early January
- Yvette Terplak is preparing the auction request mailing, confirming the contact list

Library Lights wrap up

- Tony Kossmann reported that we brought in \$573; there were approximately 25 people in attendance

Library Records

- Records in Sally Dague's garage need to be organized and moved to the library attic

- Thursday, December 13 at 9:00 am – anyone that can help; if needed Thursday, 20 will be the second work day
- Betty Ketcham will provide bins for the sorting

New Business

New Board Member Approval

- Tony Kossmann recognized those that are leaving the Board this year
- Slate of nominations for the Board to be voted on were presented
 - Ruth Dickinson
 - Bob Haggerty
 - Michelle Stevens
 - Christine Carpenter
 - Mary Dornbush (to be confirmed)
- Since there were no nominations from the floor the acting Secretary, Tracy Russell, cast the single vote to approve the ballot

Approval of Board Members and Officers

Tony Kossmann made the motion to accept the new board of directors – all in favor and approved

Tony Kossmann made the motion to accept the new slate of Officers, the motion received a second from Ellen Howie and was approved. Officers for 2013 are as follows:

- President, Sally Dague
- Vice President, Amy Martin
- Treasurer, Betty Ketcham
- Secretary, Yvette Terplak

Tony Kossmann will place the announcement for the Public Meeting, to be held at 6:30pm January 14, 2013 to swear in the new officers.

Donor Board Recognition - Discussion about how to recognize more donors

New Committee signup sheet - Sally Dague will be soliciting volunteers for next year

New Board contact sheet - Tony Kossmann will circulate the contact sheet

Staff Salaries

Betty Ketcham led the discussion regarding the employee raises, bonuses, etc

- Ellen Howie made a motion to provide the same bonuses as last year: \$2,000 Bonus for Judith Wines and \$200 Bonus for each staff member, Claudia LeClair will receive \$100, and an annual increase of salaries of 3%, the motion received a second from Natalie Schipano. The motion was approved

Board Endowment

Ron Ginsburg reported that there will be a board presentation regarding the establishment of an endowment program.

Ron Ginsburg made a motion to adjourn the meeting at 7:57 pm, motion approved, meeting adjourned.

Draft Minutes

Respectfully submitted by Tracy Russell