

ALTAMONT FREE LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
September 20th, 2018
7 p.m.

MINUTES

Present: President Christine Carpenter, Amanda Beedle, Bob Haggerty, Rachel Lane, Treasurer Elizabeth Searing, Melanie Shatynski, Melissa Whipple and Director Joseph Burke, Dick Howie, Michelle Stevens, Glenn Winter

Absent: Vice President Dan Capuano, Ron Ginsburg, Vicki Vattimo

The meeting was called to order by Christine Carpenter at 7:05 pm

2016 and 2017 Audit Report

Discussed documents as attached with Glenn Winter of TM Byxbee. Board to review the 990 tax forms to be voted on at the October board meeting.

Minutes, August 2018

Motion made by Bob Haggerty and seconded by Michelle Stevens. The minutes of the August 20th, 2018 Board meeting were approved.

Director's Report

September 2018 presented by Library Director Joe Burke. Highlights included:

- higher circulation than last August 2017
- Delegation of Mongolian librarians visiting on October 1.
- More visitors have been coming for the library exhibition

Treasurer's Report

Nihla Zarook is leaving as book keeper. She will be available for limited financial updates until the new book keeper is hired. The financial reports for June through September are not available for this meeting but will be reviewed in the October meeting. Motion to approve the treasury report by Melanie Shatynski and seconded by Amanda Beedle.

Committee Reports:

- Personnel and Finance – Met and agreed to post for a new Bookkeeper position. Updated posting was reviewed by the board. Motion to post to hire a new bookkeeper with the updated posting by Elizabeth Searing, seconded by Bob Haggerty.
- Program – did not meet.
- Building –Did not meet. Automated door was getting stuck in the summer. Maintenance was completed on the automatic door. There is still an issue with the doors needing to be shaved down and the hinges replaced.

- Communication – did not meet
- Policy – did not meet.
- Long-Range Plan – There is a doodle poll to schedule a meeting with Tim Burke in October.
- **Finance, Budget 2019 – Motion to adopt the 2019 Budget as proposed by Elizabeth Searing and seconded by Amanda Beedle.**

Old Business:

Fine Elimination – Joe discussed eliminating the overdue fines on children’s material for a one year pilot. Joe is looking into a way to track the overdue and circulation of items during this time. A motion was made by Michelle Stevens and seconded by Dick Howie for a 1 year moratorium for 2019 on the collection of overdue fines on children’s material and an amnesty on accounts for patrons age less than 16 for overdue fines on January 1, 2019.

New Business:

Gala 2019 – Looking for participants for the formation of the Gala committee.

Other Business and Comments

Vicki Vattimo has resigned from the Board.

A motion to adjourn the meeting was made by Elizabeth Searing at 9:11 pm, seconded by Michelle Stevens.

*Next Board meeting
October 15, 2018*