



ALTAMONT FREE LIBRARY
Board of Trustees Annual Meeting
January 20, 2020
6:30 p.m.

Present: President Dan Capuano, Vice President Christine Carpenter, Treasurer Elizabeth Searing, Dick Howie, Rachel Lane, Jason Cooper, Amanda Beedle, Melanie Shatynski, Paul Scilipoti, Katie Barker, and Director Joseph Burke

Absent: Ron Ginsburg

The meeting was called to order at 6:34 pm by Dan Capuano.

Oath of Office

Was taken by the board members for 2020.

Review of January 2019 Annual Meeting Minutes

Motion made by Christine Carpenter and seconded by Elizabeth Searing. The minutes of the February 2019 annual meeting were approved.

Annual Treasurer's Report and 2020 Budget

The 2020 Budget was approved in Dec 2019.

**Motion made by Melanie Shatynski and seconded by Amanda Beedle to approve the annual Treasurer's report. Approved by the board.*

Review of the 2019-2021 Long Range Plan

**Motion made by Amanda Beedle and seconded by Rachel Lane to approve the Long Range Plan proposed changes presented. Approved by the board.*

Annual Report

**Motion made by Elizabeth Searing and seconded by Amanda Beedle, the board approved the 2019 annual report presented by Director Burke.*

Designate SEFCU as the official depository of the Library

**Motion made by Paul Scilipoti and seconded by Elizabeth Searing to designate SEFCU as the official depository of the Altamont Free Library. Approved by the board.*

Authorize the President, Vice-President and Treasurer to sign checks on behalf of the Library

**Motion made by Dick Howie and seconded by Melanie Shatynski to authorize the President, Vice-President and Treasurer to sign checks on behalf of the Library. Approved by the board.*

Designate T.M. Byxbee Company, Certified Public Accountants, NY, P.C. to conduct the annual financial audit for the Altamont Free Library

**Motion made by Amanda Beedle and seconded by Melanie Shatynski to designate T.M. Byxbee Company, Certified Public Accountants, NY, P.C. to serve as the accounting firm for the Library. Approved by the board.*

Authorize the President and Director or appropriate designee to utilize the SEFCU Mastercard for purchases on behalf of Altamont Free Library

**Motion made by Elizabeth Searing and seconded by Paul Scilipoti to authorize the President and Director or appropriate designee to use the SEFCU Mastercard on behalf of the Library. Approved by the Board*

Designate Jason Cooper as Bookkeeper for Altamont Free Library

**Motion made by Melanie Shatynski and seconded by Elizabeth Searing to designate Jason Cooper as Bookkeeper for Altamont Free Library.*

Authorize the Board President and Treasurer to invest Certificates of Deposit in any of the designated official depositories

**Motion made by Dick Howie and seconded by Amanda Beedle to authorize the President and Treasurer to invest Certificates of Deposit in any of the designated official depositories. Approved by the board.*

Designate Robert T. Schofield, Esq., and the law firm of Whiteman, Osterman & Hanna to serve as legal counsel for the Library

**Motion made by Christine Carpenter and seconded by Dick Howie to designate Robert T. Schofield, Esq., and the law firm of Whiteman, Osterman & Hanna to serve as legal counsel for the Library. Approved by the board.*

Set meeting dates for the Board of Trustees meetings for 2019

**Motion made by Paul Scilipoti and seconded by Amanda Beedle to set meeting dates for the Board of Trustees meetings for 2020. Approved by the board.*

Other Business

Board President Dan Capuano and the Board of Trustees thanked Christine Carpenter and Ron Ginsburg for their service on the Board.

Adjournment

**Motion made by Christine Carpenter and seconded by Dan Capuano to adjourn at 7:23pm.*