

Seneca Falls Library Board Meeting Minutes

November 18, 2019 – 5:30 PM

Present: Marty Toombs, Susan Sinicropi, Marie Leo, Mari Sandroni, Deb Jones, Dan Emmo, Bob Kernan, Laurie Lorenzetti, Marcy Neumire, and Pat Novak

Absent: Derek Dyson, Maggie Carson, Vince Sinicropi

Staff: Lori Stoudt

Regular Meeting:

1. Public Comment/Correspondence/Guests – None present.

2. Reports to the Board:

a. President

i. Cookie Walk and Holiday Bazaar on December 7th from 5:00 PM to 8:00 PM. We need cookie bakers to donate. Lori is having some difficulty getting the crafters / vendors slots filled this year.

ii. Electronic Services Update – See Electronics Services sheet. Overdrive digital service paid to FLLS costs \$1600. \$3000 has been budgeted for Hoopla. RBG Digital – Other only had 72 users in 2019 yet we pay \$3600. We will be dropping the paid RBG Digital service.

Approval needed to make a payment of \$1600 to FLLS for Overdrive – Susan moves. Laurie seconds. All in favor. Motion passed.

iii. Christmas Bonus – The library has traditionally given staff bonuses for Christmas.

Motion to give a 2019 Christmas bonus equaling \$100 each to full time staff and \$50 each to part time staff. Deb moves. Pat seconded. All in favor. Motion passed.

b. Treasurer – See Treasurer's Report

c. Director – No report. Jenny Burnett is on track to return on Dec. 9th from Maternity Leave

3. 2020 Staff Pay Rates – Personnel Committee

Motion to go into Executive Session. Bob moves. Susan seconds. Approved.

Motion to put the pay rates as proposed by the Personnel Committee. Mary moves. Laurie seconds. All in favor. Motion passed.

4. 2020 Budget – Finance Committee

a. See October Financial Reports

b. See Four-Year Budget Forecast sheets.

c. Bob said that the 2020-2023 projection bottom lines will change due to the adoption of pay rates for 2020.

Motion to approve the 2020 Budget with the changes required for the approved for 2020 pay rates. Susan moves. Pat seconds. All in favor. Motion passed.

An updated document reflecting the changes caused by the approved pay rates will be e-mailed to the board.

5. Committee Reports:

a. Buildings and Grounds

i. See Building & Grounds Report

ii. Daikin Applied Proposal – The heating system needs repairs including replacing the pump motor, seal assembly and coupler insert and replace both boiler relief valves at a cost of \$3105 repair.

Motion to approve spend \$3105 for needed heating system repairs. Approval – Pat moves. Mary seconds. All in favor. Motion approved.

b. Policy and Ethics – No report

c. Strategic Planning / Finance – See October Financial Reports

d. Audit – No report

e. Personnel – See item #3 above

f. Fund Raising – No report

Motion to approve committee reports. Mary moves. Pat seconds. All in favor.

Approval of minutes of October board meeting. Laurie moves. Pat seconds. All in favor.

Next meeting: December 16, 2019 at 5:30 PM.

