

RUSH PUBLIC LIBRARY BOARD OF TRUSTEES
Meeting Minutes
November 15, 2016

PRESENT, T. Shearn L. Laskowski, K. Pruden, K. Kirk, J. Lederman, K. Stevens, C. Raymond, B. Herman, K. Flass (Director), R. McCarthy (Town Board), H. Iannone (Friends)

APPROVAL OF October 18, 2016 MINUTES: Motion by K. Pruden and seconded by K. Kirk to approve the minutes. Motion passed.

NEXT MEETING: December 20, 2016

NEW BUSINESS: Election of Officers:

Karin Kirk	President
Terry Shearn	Vice President
Kelly Pruden	Secretary
Letty Laskowski	Treasurer (non-voting)

Motion made by J. Lederman and seconded by C. Raymond to elect the above slate of officers. Motion passed.

OLD BUSINESS:

T. Shearn discussed the meeting with the CPA firm of Young and Company, Certified Public Accountants, LLP. Contract was signed with Young and Company to do a review of the Board's financials as well as Quickbooks training. On the advice of Young and Company, an audit does not appear to be necessary at this time and the accounting firm would work with the Board to review the financials since 2014 and provide recommendations for proper fiscal management.

FRIEND'S REPORT: H. Iannone updated the Board with regard to the upcoming fundraiser at Barnes and Noble. Discussion was had with regard to a gala fundraiser in 2017.

TREASURER'S REPORT: K. Flass submitted the report which was reviewed by the Board. K. Flass met with the accountant and progress is being made with regard to data input in the Quickbooks program. Once all data is inputted, the accountant will make recommendations as to appropriate fiscal practices.

DIRECTOR'S REPORT: K. Flass reviewed her report submitted to the Board.

Vouchers #151 through #162 totaling \$6,061.09 were submitted for review by the Board. Motion made by K. Pruden and seconded by K. Kirk to pay the November vouchers. Motion passed.

K. Flass updated the Board of the J. Williams situation. Next court appearance is December 7, 2016.

K. Flass reviewed the three estimates provided for the installation of the security cameras in the Library. After discussion and comparison of the three bids, motion was made by K. Pruden and seconded by B. Herman to approve the hiring of Action Security and Communications to install the security cameras. Motion passed.

K. Flass discussed the tradition of rewarding Library volunteers with a token of appreciation from the Board. Motion made by K. Pruden and seconded by B. Herman approving the purchase by K. Flass of a variety of gift cards not to exceed \$15 in value for the purpose of thanking Library volunteers. Motion passed.

K. Flass reviewed the Library closing calendar with the Board for 2017. Motion made by K. Pruden and seconded by C. Raymond to approve the 2017 Library closing calendar. Motion passed.

K. Flass discussed another potential issue with a patron which has raised some safety concerns for the staff. K. Flass discussed procedures that were in place to maintain staff safety. K. Flass will continue to monitor the situation and will update the Board.

K. Flass discussed continuing the Book Page subscription. Motion made by K. Kirk and seconded by K. Stevens to continue the Book Page subscription for one more year. Motion passed.

K. Flass discussed the Library staff training to be a Safe Place for troubled teenagers. K. Flass will look further into the training.

TOWN BOARD LIAISON REPORT: R. McCarthy announced the retirement of Don Reynolds, the Town's Financial Director. R. McCarthy advised that the Budget passed. R. McCarthy also updated the Board as to the Town's review of the suggestions made by the Zoning Board Citizen's Committee. The Town's audio system is also being updated for Board meetings.

ADJOURNMENT: On motion by B. Herman and seconded by K. Stevens, the meeting was adjourned.

Respectfully submitted,

Kelly Pruden, Board Secretary

Rush Public Library, a community resource for over 100 years