Minutes

Regular Monthly Meeting
February 18, 2019
7:00 P.M.

Roll Call Attendance
Secretary Quigley called roll and a quorum was not established. Trustees present: Quigley, Rezabek, and Zolecki-Browning. Also present: Library Director Meachum and Recording Secretary Parsons. Absent: Clennon, Fitsimmons, Reigh, and Smith.

Call to Order
President Pro-Tem Zolecki-Browning called the meeting to order at 7:02.

Pledge of Allegiance
The Pledge of Allegiance was said.

Introduction of Visitors and public comment
None

Mary Fitzsimmons arrived at 7:20 and a quorum was established.

Approval of Minutes of Previous Meeting
The minutes were approved as presented and will be filed for audit.

Continued Business
- DVD shelving update – The library was closed on January 18th in order to have the new DVD shelving installed. DVD cases are being converted to sleeves. The new shelving and sleeves will allow the library to expand the DVD/TV series collection.

- The library has received one bid for installing solar panels. Director Meachum plans on getting at least two more bids.

New Business
Friday, February 1st, a pipe burst in the ceiling behind the circulation counter. Director Meachum contacted Utica Insurance Company, RPS Construction, C&J Electrical, and Brown’s Carpet Care. All companies were at the library in less than an hour to start clean up and repairs.

Finance Report
President Pro Tem Zolecki-Browning reviewed budget numbers. Discussed and reviewed financial reports for November, December, and January.

Payment of Bills
Trustee Quigley moved, second by Rezabek to pay the November operating expenses in the amount of $33,056.48 and payroll expenses in the amount of $45,896.84, and the December operating expenses in the amount of $33,056.48 and payroll expenses in the amount of $18,937.39. Motion carried by roll call vote with 4 ayes and 3 absent. Ayes:
Fitzsimmons, Quigley, Rezabek, and Zolecki-Browning. Absent: Clennon, Reigh, and Smith.

Trustee Quigley moved, second by Fitzsimmons, to pay the January operating expenses in the amount of $41,611.03 and payroll expenses in the amount of $32,351.44. Motion carried by roll call vote with 4 ayes and 3 absent. Ayes: Fitzsimmons, Quigley, Rezabek, and Zolecki-Browning. Absent: Clennon, Reigh, and Smith.

Report of the Staff
Director Meachum, Adult Services Manager Healy, and Youth Services Manager Mountford, and Youth Services Programmer Roge submitted written reports in the packet.

Correspondence
None

Announcements
None

Adjournment
President Pro Tem Zolecki-Browning adjourned the meeting at 7:38 pm.