

Woodbury Public Library

Board of Trustees Meeting 01/29/2013 Highland Mills Branch

The following Trustees were present:

Dorothy Morris: President
Ken Bonnaffons: Vice President
Jane Kinney: Secretary
Angela Cooper
Joseph Ingenito
Ellie Pastel
Pat Reynolds
Dona Weyant

Trustees Absent:

None

Jennifer Bradshaw: Director Woodbury Public Library

Call to Order: Meeting called to order @ 7:30 PM by the President of the Board: Dorothy Morris.

Minutes of the Previous Meeting: A motion was offered by Mr. Bonnaffons, seconded by Mr. Ingenito to accept the December 11, 2012 minutes- All were in favor of accepting the minutes. AYES 8: Morris, Bonnaffons, Kinney, Cooper, Ingenito, Pastel, Reynolds, Weyant. Nays: 0. Absent: 0

Record Keeper's Report: Ms Van Etten, Record Keeper has retired. (More on Record Keeper position later in the Minutes). Ms Bradshaw requested a Budget modification as follows: To transfer the remainder of fund line: L7410.466 (expenditure of donations) from (\$ 3,319.) the Library's 2012 Fund Balance to the L7410.466 (expenditure of donations) fund line of 2013. All were in favor of the Budget modification. AYES 8: Morris, Bonnaffons, Kinney, Cooper, Ingenito, Pastel, Reynolds, Weyant. Nays: 0. Absent: 0

These monies are the proceeds of the Library's book sale donation jar, and re used to fund non-budgeted items such as Museum Passes, etc for our library patrons.

Approval of vouchers to submit to Town Hall: Ms Kinney made a motion to submit 20 signed vouchers to Town Hall. Motion seconded by Ms Cooper. All were in favor of submitting 20 vouchers to Town Hall. AYES 8: Morris, Bonnaffons, Kinney, Cooper, Ingenito, Pastel, Reynolds, Weyant. Nays: 0. Absent: 0

Director's Report:

- Personnel: see Director's report for details. A motion was made by Mr. Ingenito to have the Town Board Liaison for the Library added to the monthly call list, informing the Liaison of the WPL Board meetings and to request presence of Liaison at the monthly

meetings. Proposal was seconded by Mr. Bonnaffons. All in favor of adding Liaison to the call list. AYES 8: Morris, Bonnaffons, Kinney, Cooper, Ingenito, Pastel, Reynolds, Weyant. Nays: 0. Absent: 0

- Buildings and Grounds: see Director's Report for details.
- Accounting: see Director's Report for details
- Programming: Woodbury Reads! Selection this year is Killer Angels, by Jeff Shaara- programming begins in March
- Smith Clove School Art Show: February 6th at Highland Mills Branch.
- Annual Report delayed: due to lack of staffing at State Department of Education- due out mid February.

Committee Reports: none

Old Business: none

New Business:

- Policy on Conduct/ Behavior at the Library. was distributed by Ms Morris for review by the Board. Ms Morris has met with Woodbury Chief of Police Vasquez to review the safety and rules of conduct at the Library. He offered some suggestions and has offered to In-service library staff on safety measures. The Board will review the current policy and discuss in more detail at the next Board meeting.
- Nominating Committee: A discussion was held in regards to the necessity of the position of Record Keeper (formerly held by Ms Van Etten). It was determined that the function of correspondence in regards to donations could be incorporated into the Secretary's duties. A proposal was made by Ms Morris to disband the position of Record Keeper, seconded by Mr. Ingenito. All in favor of disbanding the position of Record Keeper: AYES 8: Morris, Bonnaffons, Kinney, Cooper, Ingenito, Pastel, Reynolds, Weyant. Nays: 0. Absent: Mr. Bonnaffons, Mr. Ingenito and Ms Cooper volunteered to come up with a slate of candidates to be presented to the Board at the next meeting.
- New Board Member: Ms Morris introduced the new WPL Board member: Joseph Ingenito (filling position vacated by retirement of Ms Van Etten). Ms Ross has resigned and the Town Board will appoint a new Trustee.
- Asst. Director Retirement Party Committee: Ms Pastel and Ms Morris have volunteered to help Ms Bradshaw plan a farewell for Ms La Vallee.
- Library By- Laws: to be reviewed at a subsequent meeting.

Additional Items:

- Ms Pastel discussed ideas of reaching out to minorities in our community. Of note, February is Black History month. She shared some web sites for posters and other information regarding Black History month with the Director. In addition, she re-visited the idea of Spanish Story Time which had been attempted last summer. Ideas for promoting the Story Time were mentioned- web site announcement, newspaper advertisement, flyers in local establishments. Ms Pastel and Ms Cooper will be exploring this further.

Motion to adjourn the meeting made by Mr. Bonnaffons, seconded by Ms. Kinney. All were in favor of adjourning the meeting. AYES 8: Morris, Bonnaffons, Kinney, Cooper, Ingenito, Pastel, Reynolds, Weyant. Nays: 0. Absent: 0

The meeting was adjourned at 10:05 PM

Next regular Board Meeting: February 26, 2013

Respectfully Submitted,

Jane Kinney