

**Woodbury Public Library
Board of Trustees Meeting
6/27/2017
Highland Mills Branch**

Trustees in Attendance:

Dorothy Morris, President
Patricia Conques
Patricia Coogan
Angela McKeown Cooper
Ellie Pastel
Gail Tummarello
Also present: Cathy Imburgia, Principal Library Clerk

Trustees Absent:

Cathy Schmidt

The meeting was called to order at 7:00 p.m.

Motion to Enter into Executive Session following regular meeting:

Motion by D. Morris, seconded by A. Cooper to enter executive session to discuss personnel issues. All voted in favor of said motion.

Acceptance of Minutes:

Motion by A. Cooper, seconded by P. Conques to accept minutes of 5/30/17 meeting. All voted in favor of said motion.

Vouchers Accepted for Payment:

Motion by G. Tummarello, seconded by P. Conques, to accept 22 vouchers for payment. All voted in favor of said motion.

Acceptance of Policy Revisions:

Motion by E. Pastel, seconded by P. Conques to accept revisions to WPL policies regarding patron's code of conduct; staff procedure regarding patron's conduct; and our mission statement . All voted in favor of said motion.

Adoption of New Policies:

Motion by P. Coogan, seconded by G. Tummarello to adopt a staff parking policy and a foil request policy. All voted in favor of said policy.

Distribution of Promotional Materials at Elementary Schools:

Motion by A. Cooper, seconded by E. Pastel to distribute promotional materials for WPL at open house meetings this September. All voted in favor of said motion.

Executive Session:

Motion by D. Morris, seconded by A. Cooper at 8:35 pm to enter executive session to discuss personnel matters. All voted in favor of said motion.

Return to Regular Meeting at 9:10pm

New Library Assistant for Adult Services:

Motion by D. Morris, seconded by E. Pastel to accept C. Imburgia's recommendation of Anita Baumann as new library assistant for adult programming. She will begin work July 17th, upon approval of Town Board.

Items Discussed Not Requiring Motions Included:

- Construction at Central Valley branch should begin around August 1st. Asbestos removal will be the first phase. The building will need to remain closed for approximately two weeks during remediation.
- Search for library director continues. Changes in Civil Service requirements have held up the process. All applicants must submit their qualifications to Albany and wait to be evaluated.
- New website is almost complete. It will be more user friendly and quite eye catching.

Adjournment:

Motion by P. Coogan, seconded by A. Cooper to adjourn meeting at 9:40pm. All voted in favor of said motion.

Next Meeting:

Next meeting will be held Tuesday, July 25th at 7:00 pm

Respectfully Submitted,

Patricia Coogan