

**Woodbury Public Library  
Board of Trustees Meeting  
11/27/2017  
Gate House**

Trustees in Attendance:

Dorothy Morris, President

Patricia Coogan

Angela McKeown Cooper

Ellie Pastel

Cathy Schmidt

Gail Tummarello

Also present:

Sara Johnson, Library Director

Cathy Imburgia, Principal Library Clerk

John Smith, town resident

Trustees Absent:

Patricia Conques

The meeting was called to order at 7:04 p.m.

**Acceptance of Minutes:**

Motion by E. Pastel, seconded by A. Cooper to accept minutes of 9/26<sup>th</sup> meeting. All voted in favor of said motion.

**Acceptance of Library Aware program:**

Motion by E. Pastel, seconded by C. Schmidt to accept this program provided by RCLS which is used for desk top publishing. All voted in favor of said motion.

**Acceptance of Anser Agreement:**

Motion by A. Cooper, seconded by C. Schmidt to accept this system used by RCLS for daily operation of library systems. All voted in favor of said motion.

**Acceptance of RCLS operating budget:**

Motion by G. Tummarello, seconded by P. Coogan to accept budget proposed by RCLS. All voted in favor of said motion.

**Acceptance of 2018 Holiday Schedule:**

Motion by C. Schmidt, seconded by A. Cooper to accept holiday schedule adopted by Woodbury Town Board. All voted in favor of said motion.

**Approval of Revised Photo Release form:**

Motion by D. Morris, seconded by C. Schmidt to approve form which authorizes use of patrons' photos in displays and/or publications. All voted in favor of said motion.

**Purchase of Door Counter:**

Motion by D. Morris, seconded by C. Schmidt to purchase a door counter, which logs patron traffic. All voted in favor of said motion.

**Vouchers Accepted for Payment:**

Motion by G. Tummarello, seconded by E. Pastel to accept 26 vouchers for payment for month of October. All voted in favor of said motion.

**Vouchers Accepted for Payment:**

Motion by P.Coogan, seconded by G. Tummarello to accept 20 vouchers for payment for November. All voted in favor of said motion.

**Executive Session:**

Motion by D. Morris, seconded by A. Cooper to enter into executive session at 8:50 pm to discuss personnel issues. All voted in favor of said motion.

**Return to Regular Meeting at 9:15pm.**

**Items discussed not requiring motions included:**

- WPL is exploring the possibility of implementing a library clerk substitute list.
- Library board meetings are no longer entertaining public comment. Any questions and/or concerns should be put into writing and delivered to library director or trustees mailbox at Rushmore branch.

**Adjournment:**

Motion by E. Pastel, seconded by C. Schmidt to adjourn meeting at 9:20pm. All voted in favor of said motion.

**Next Meeting:**

Next meeting will be held Tuesday January 30<sup>th</sup> at 7:00 pm.

Respectfully Submitted

Patricia Coogan