

Stewart Lang Memorial Library
BOARD OF TRUSTEES
January 8, 2018

In attendance:

Caroline Chatteron, Patti Russo, Cathy Wood, Dennis Taylor, Monica Krupa and Jim Dillon
Absent: Merrilee Witherell and Maryanne Adams
Senior presentors: Christopher Russo and Alex Monahan

Secretary's Report:

The minutes from the January 8, 2017 meeting were reviewed.

Motion to accept: Dennis Taylor

Second: Cathy Wood

Motion carried.

Treasurer's Report:

The report from December 2017 was reviewed.

Motion to accept: Cathy Wood

Second: Dennis Taylor

Motion carried.

Librarian's Report:

Motion to accept: Cathy Wood

Second: Monica Krupa

Motion carried.

- The survey proposal has been accepted by the Maxwell School.
- The Early Literacy Program will be on Monday, February 5, 2018 from 10:00 am through 12:00 pm
- Caroline will check with CMCS for a replacement sewing machine from the Home Ec room
- The middle school student who has been shoveling the Library's back walkways and front stairs will be paid \$10.00/hour
- Discussion regarding Bond, Schoeneck & King correspondence tabled to the February 5, 2018 meeting
- The Board discussed the possibility of an audit and the hiring of outside accounting services

- Alex Monahan and Christopher Russo presented their plan and cost of building raised beds for the Library's gardens - the cost of soil and mulch needs to be researched

Purchase of materials for building of raised beds for the Library - approximate budget cap - \$350.00:

Motion to accept: Monica Krupa
Second: Cathy Wood
Motion carried.

Purchase of new fax machine:

Motion to accept: Dennis Taylor
Second: Monica Krupa
Motion carried.

Financial Committee Report: The meeting of the Financial Committee and its annual report to the Board has been tabled to take place no later than October 2018 upon review of the Library's financial information.

Motion to accept: Dennis Taylor
Second: Cathy Wood
Motion carried

The next board meeting will be held on February 5, 2018.

The meeting was adjourned at 8:01 p.m.

Adjournment

Motion to accept: Monica Krupa
Second: Cathy Wood
Motion carried.

Respectfully submitted,

Patricia Russo
Secretary

Stewart Lang Memorial Library
BOARD OF TRUSTEES (Financial Committee Meeting)
January 23, 2018

In attendance:

Jim Dillon, Cathy Wood, Chris Tuttle and Patti Russo

- There will be a quarterly reconciliation of all bank and investment reports for basic oversight - the Treasurer has reconciled all accounts monthly with statements and Quick Books program
- Finger Lakes was not given financial reports as it is not required
- Annual 2017 Report will be presented at the next Board meeting
- Revision of language to the Lang Library Policy VII (last revision - 06/06/2016)
- The Board should hold off asking the community for a tax increase at this time
- Chris Tuttle and Richard Ward, CPA will do the 2017 year end financials