

FLOYD MEMORIAL LIBRARY

Minutes (unapproved) of meeting on December 3, 2018.

Members present: Melina Angelson, Miriam Foster, Buffy Hartmann, Seth Kaufman, Peter Sacks, Nadira Vlaun and Director Lisa Richland.

Absent: Therese Svoboda

The Board meeting was called to order at 6:03 PM

The minutes of November 5, 2018 were approved on motion of 1) Peter Sacks and 2) Nadira Vlaun, unanimous.

Treasurer's Report:

Treasurer, Melina Angelson, presented the report. We are finishing the year in a good financial situation and have the resources to pay for the upcoming renovations.

There was a motion to accept the report and pay all bills by Seth Kaufman seconded by Miriam Foster, unanimous vote. The treasurer's reports were accepted and filed for audit.

Communications:

The Suffolk Cooperative Library System (SCLS) annual budget is up for approval. There will be a 0% increase in the base budget but there will be an approximate 35% increase for E-book usage based on this year's usage. The total cost for our library will be \$20,788. There was a motion to accept the SCLS budget by Melina Angelson, seconded by Seth Kaufman, unanimous approval.

Director's Report:

Presented by Director Richland. Lisa updated the board on Vicky Kotula, Interim-Children's Services Librarian. She is very hands on and interactive with children and parents, and Director Richland is pleased with how she is developing. Her interim appointment is for 6 months and she will be reviewed at 3 months. For replacement of our air conditioning system we have 2 out of 3 updated estimates and are expecting to get the third one soon. We will be using the architectural firm's consultant to help us review and properly evaluate and compare the estimates.

Committees:

*Finance + Budget*- none but the committee needs to meet

*Building* – We now have our final proposal for renovation of the mezzanine. The final cost will be \$59,443

*Grounds + Garden* – none

*Policy* – none

*Personnel* – none

Old business: We have begun to look at dates for our staff appreciation annual reception, probably to be held in February

New business: It is time to approve our annual gifts to the staff. Library directors will receive \$200, full time staff will receive \$100, part-time will receive \$75 and volunteers will receive \$100. There was a motion to approve annual gifts by Seth Kaufman, seconded by Melina Angelson, unanimous approval.

Meeting was adjourned at 6:45 PM on motion by Angelson. The next meeting will be at 6.00pm on January 7, 2019.

Respectfully submitted,

Peter Sacks, secretary