

FLORIDA PUBLIC LIBRARY
Annual Meeting Minutes – July 2, 2012

I. Call to Order

The meeting was called to order at 7:25 p.m.

Board Members Present: Scott, Coughlin, Fernandez, Murphy, Arcieri

Board Members Excused: Linton

Board Members Absent:

Also Present: Director Folino, Treasurer Kosior, C. Califf

II. Oath of Public Office

Swearing in of Trustees Murphy and Fernandez – President Scott

III. Report of Nominating Committee – Trustee Coughlin

Election of Officers

President: Ian Murphy

Vice President: Nancy Scott

Secretary: Diane Arcieri

VOTE: 5 YES 0 NO

President Murphy presided.

IV. Minutes

Motion by Trustee Coughlin seconded by Trustee Scott to approve the minutes of the June 4, 2012 meeting as printed.

VOTE: 5 YES 0 NO

V. Announcements and Comments from the Public – Ms. Califf provided a letter requesting to be considered for the open Board position.

VI. Treasurer's Report

Motion by Trustee Coughlin seconded by Trustee Scott to accept and finalize the preliminary financial report for fiscal year 2011-2012 as printed with the addition of the following transfers:

- 1) Line 5030 – Newspapers – Transfer \$50.53 to Line 5060 – CDs
- 2) Line 5230 – Telephone – Transfer \$83 to Line 5310 – Repairs & Maintenance
- 3) Line 5223 – Utilities – Transfer \$487.57 to Line 6523 – Furniture
- 4) Line 5240 – Children's Programs – Transfer \$251.51 to Line 5247 – Teen Programs

- 5) Line 5640 – ANSER Maintenance – Transfer \$27.79 to Line 5615 – Equipment-Computer
- 6) Line 5640 – ANSER Maintenance - Transfer \$45.65 to Line 5635 – Printing Supplies
- 7) Line 6490 – Employee Benefits FICA/Dis – Transfer \$2,638.51 to Line 6491 – Health Benefits
- 8) Line 6600 – Staff Training – Transfer \$240 to Line 6610 – Bookkeeping
- 9) Line 6500 – Professional Dues – Transfer \$113.26 to Line 6700 – Election Expense

VOTE: 5 YES 0 NO

VII. Treasurer’s Annual Report on Investments

Motion by Trustee Murphy seconded by Trustee Fernandez to accept the Treasurer’s Report on investments for the fiscal year 2011-2012.

Treasurer Kosior reported a Miscalculation of Interest - an adjustment of \$22.75 will be made in July.

VOTE: 5 YES 0 NO

VIII. Library Report

Motion by Trustee Scott seconded by Trustee Coughlin to approve the Library Report as printed. The Director provided June statistics as follows: Door count – 2,624; Adult circulation – 2,627; Juvenile circulation – 889; Library charges - \$1,083.24; ILL Loans – 865; ILL Borrows – 687.

VOTE: 5 YES 0 NO

IX. Communications

1. Attorneys Feerick Lynch MacCartney – Subpoena duces tecum – Case settled

X. Committee Reports

A. Finance – Trustee Murphy - no report

B. Personnel – Trustee Coughlin – no report

C. Nominating – Trustee Linton - no report

D. House - Trustee Arcieri – no report

XI. Unfinished Business

A. Appointment of Bylaws Committee – to review 2009 Bylaws

1. Chairman: Trustee Scott
2. Trustee Coughlin 3. Trustee Murphy

B. Trustee Vacancy – Discussion – Two letters received to date and two names submitted for consideration. Director Folino to follow up, set up interviews, and submit names to Board at the next meeting.

C. Fundraising – Discussion on proposed events for 2012 -2013. These include: Direct Mail, Wine Tasting, Calendar, and Cookbook. Next committee meeting to be scheduled.

XII. New Business

A. Standing Committee Appointments for 2012-2013

SEE ATTACHED CHART

Finance:	1. Chairman Scott	2. Fernandez	3. Arcieri
Personnel:	1. Chairman Coughlin	2. Fernandez	3. Arcieri
Nominating:	1. Chairman Linton	2. Scott	3. Coughlin
House:	1. Chairman Linton	2. Arcieri	3. TBA

B. Appointment of Treasurer

Motion by Trustee Scott seconded by Trustee Coughlin to appoint Stella Kosior to the position of Treasurer for the 2012-2013 fiscal year with an honorarium of \$200.

VOTE: 5 YES 0 NO

C. Designation of Bank

Motion by Trustee Coughlin seconded by Trustee Fernandez to designate Provident Bank as official depository for library monies and for day to day operations, also any other bank located in the County of Orange and authorized to accept public monies, may be used for investment purposes.

VOTE: 5 YES 0 NO

D. Appointment of Bookkeeper

Motion by Trustee Arcieri seconded by Trustee Scott to appoint Christine Arner to the position of Bookkeeper for the 2012-2013 fiscal year, at a cost of \$ 3,600.

VOTE: 5 YES 0 NO

E. Fee for Use of the Library by Outside Groups

Motion by Trustee Coughlin seconded by Trustee Scott to charge outside groups a fee of \$15.00 per hour for use of the library.

VOTE: 5 YES 0 NO

F. Official Newspaper

Motion by Trustee Coughlin seconded by Trustee Fernandez to designate *The Warwick Valley Dispatch* as the library's newspaper of record for legal notices.

VOTE: 5 YES 0 NO

G. Attorney

Motion by Trustee Scott seconded by Trustee Arcieri to appoint Spiegel Legal as legal counsel for the 2012-2013 fiscal year at an hourly rate of \$175 per hour.

VOTE: 5 YES 0 NO

H. Clerk of the Board

Motion by Trustee Coughlin seconded by Trustee Fernandez to appoint Martha Sullivan as Clerk of the Board for the purpose of overseeing and making all arrangements for the 2013 library election.

VOTE: 5 YES 0 NO

I. Health Care Buy Back

Motion by Trustee Scott, seconded by Trustee Murphy to pay Martha Sullivan an additional \$500 for the annual health care buy back from the Salaries line (6000) of the budget.*

*The board had previously approved \$1,500 for the annual buy back. This additional payment will increase the amount to last year's level.

VOTE: 5 YES 0 NO

J. Items for future agendas

1. Building expansion
2. AED Policy

XIII. Adjournment

Motion by Trustee Scott seconded by Trustee Fernandez to adjourn at 8:25 p.m.

VOTE: 5 YES 0 NO

**Next Meeting: Regular Monthly Meeting: Monday, August 6, 7:30 p.m.
Submitted by Diane Arcieri, Secretary**