

**FLORIDA PUBLIC LIBRARY**  
**Annual Meeting Minutes – July 1, 2013**

**I. Call to Order**

**Meeting Called to Order at 7:30 p.m.**

Board Members Present: Murphy, Scott, Linton, Pskowski, Kelemen, Arcieri

Board Members Excused: Fernandez

Board Members Absent:

Also Present: Director Folino, Treasurer Kosior

**II. Appointment of Secretary Pro Tem – Diane Arcieri**

**III. Oath of Public Office**

Swearing in of Trustees Arcieri, Kelemen and Pskowski – President Murphy

**IV. Report of Nominating Committee – Trustee Linton**

**Election of Officers**

President: Ian Murphy

Vice President: Diane Arcieri

Secretary: Adam Fernandez

VOTE: 6      YES    0      NO

President Murphy presides.

**V. Minutes**

Motion by Trustee Linton seconded by Trustee Scott to approve the minutes of the June 3, 2013 meeting as printed.

VOTE: 6      YES    0      NO

**VI. Announcements and Comments from the Public - None**

**VII. Treasurer's Report**

Motion by Trustee Scott, seconded by Trustee Linton, to accept the preliminary financial report for Fiscal Year 2012-2013 as printed.

VOTE: 6      YES    0      NO

**VIII. Treasurer's Annual Report on Investments**

Motion by Trustee Scott, seconded by Trustee Linton, to accept the Treasurer's Report on investments for the fiscal year 2012-2013.

VOTE: 6      YES    0      NO

**IX. Library Report**

Motion by Trustee Pskowski, seconded by Trustee Linton, to accept the Library Report as printed.

VOTE:        5        YES   0        NO  
(Trustee Linton left at 8:00 p.m. vote taken at 8:05 p.m.)

**X. Communications - none**

**XI. Committee Reports**

**A. Finance** – Trustee Scott - none

**B. Personnel** – none

**C. Nominating** – none

**D. House** - Trustee Linton - none

**XII. Unfinished Business**

**A. Travel, Conference and Reimbursement Policy**

Motion by Trustee Scott, seconded by Trustee Arcieri, to approve the Travel, Conference and Reimbursement Policy as printed, effective 7/1/13.

VOTE:    5        YES   0        NO

**B. Fundraising** – Calendar update – Trustee Murphy

Local Chefs called and participants are enthusiastic with only one declining to participate. Several portraits have been taken to date. 18-month calendar to start January 2014 to June 2015

**C. Gifts for Pages** – Trustee Kelemen

Two Thank You gift cards valued at \$35 each will be purchased.

**D. Building Expansion**

Update included in the Director's Report

**XIII. New Business**

**A. Standing Committee Appointments for 2013-2014**

Finance: 1. Chairman Fernandez    2. Scott    3. Arcieri

Personnel: 1. Chairman Arcieri    2. Fernandez    3. Pskowski

Nominating: 1. Chairman Kelemen    2. Scott    3. Linton

House: 1. Chairman Linton    2. Kelemen    3. Pskowski

**B. Appointment of Treasurer**

Motion by Trustee Scott, seconded by Trustee Pskowski, to appoint Stella Kosior to the position of Treasurer for the 2013-2014 fiscal year with an honorarium of \$200.

VOTE:    5        YES    0        NO

**C. Designation of Bank**

Motion by Trustee Scott, seconded by Trustee Arcieri, 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 2013-2014 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 Scott, seconded by Trustee Pskowski, 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 Arcieri, seconded by Trustee Scott, 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 2013-2014 fiscal year at an hourly rate of \$175 per hour.

VOTE: 5 YES 0 NO

**H. Clerk of the Board**

Motion by Trustee Pskowski, seconded by Trustee Scott, to appoint Martha Sullivan as Clerk of the Board for the purpose of overseeing and making all arrangements for the 2014 library election.

VOTE: 5 YES 0 NO

**I. Board Meetings**

Per the 12/2/12 revised bylaws, the Board of Trustees shall designate a day and time for monthly board meetings.

Motion by Trustee Kelemen, seconded by Trustee Scott, to designate the first Monday of the month at 7:30 p.m. as the meeting day and time for monthly board meetings.

VOTE: 5 YES 0 NO

**J. Targeted Donations** (the following two motions are already shown in the Preliminary Final Report for FY 2012-2013)

1. Motion by Trustee Scott, seconded by Trustee Arcieri, to accept \$187.42 from the Friends of the FPL, to thank the donors and to credit this amount to Targeted Donations (line 4060) and Furniture (line 6523.)

VOTE: 5 YES 0 NO

2. Motion by Trustee Kelemen, seconded by Trustee Scott, to accept \$75 from the Friends of the FPL, to thank the donors and to credit this amount to Targeted Donations (line 4060) and Adult Programs (line 5241.)

VOTE: 5 YES 0 NO

**K. Personnel - Annual Health Care Buy Back**

Motion by Trustee Arcieri, seconded by Trustee Scott, to approve a payment of \$2,000 to Martha Sullivan for the annual health care buy back and to charge this amount to the Health Benefits line (6491) of the 2012-2013 FY budget.

VOTE: 5 YES 0 NO

**L. Personnel - Summer Page**

Motion by Trustee Scott, seconded by Trustee Pskowski, to approve the hiring of Kayla Campaña as a Temporary Page at the wage of \$7.60 per hour, effective 6/24/13.

VOTE: 5 YES 0 NO

**M. Personnel - Employee Recognition**

Motion by Trustee Scott, seconded by Trustee Pskowski, to approve the payment of a \$250 honorarium to employees Marie Arnstein, Ashley Baroch, Annette Shaughnessy, Eileen Stelljes and Martha Sullivan in recognition of their dedicated efforts and success in achieving the highest level (IV) of the Certificate of Achievement awarded by the NYS Library Assistants Association and to charge the amount of \$1,250 to the Attorney Fees line (6640) of the 2012-2013 FY budget for this purpose.

VOTE: 5 YES 0 NO

**N. RCLS Workshop on Future of Libraries – Trustees Arcieri, Pskowski and Kelemen**

Workshop was well attended. Guest Speaker, Jerry Nichols encouraged participants to consider “why” libraries are in business and suggested redefining your box versus thinking out of the box.

**O. Items for future agendas**

1. Circulation Policy

Director Folino will review policy and report at next meeting.

**XIV. Adjournment**

Motion by Trustee Scott, seconded by Trustee Pskowski, to adjourn at 8:52 p.m.

VOTE: 5 YES 0 NO

**Next Meeting: Regular Monthly Meeting: Monday, August 5, 7:30 p.m.  
Submitted by D. Arcieri, Secretary Pro Tem**