

FLORIDA PUBLIC LIBRARY
Annual Meeting Minutes – July 6, 2015

I. Call to Order

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

Board Members Excused: Beers

Board Members Absent:

Also Present: Director Folino, Treasurer Kosior

II. Oath of Public Office

Swearing in of Trustee Patton and Trustee Murphy – President Murphy

III. Report of Nominating Committee – Trustee Scott

IV. Election of Officers

President: Diane Arcieri

Vice President: Beth Pskowski

Secretary: William Kelemen

VOTE: 6 YES 0 NO

President Arcieri presides.

IV. Minutes

Motion by Trustee Pskowski, seconded by Trustee Scott, to approve the minutes of the June 1, 2015 meeting as printed.

VOTE: 6 YES 0 NO

V. Announcements and Comments from the Public-none.

VI. Treasurer's Report

Motion by Trustee Murphy, seconded by Trustee Kelemen, to accept the preliminary financial report for Fiscal Year 2014-2015 as printed and to finalize the budget with the following transfers:

Transfer \$23.61 from Books (5010) to Audio Books (5020);

Transfer \$687.04 from Furniture (6523) to Repairs and Maintenance (5310);

Transfer \$51.05 from Children's Programs (5240) to Adult Programs (5241);

Transfer \$145.96 from Summer Reading Program (5248) to Teen Programs (5247);

Transfer \$151.75 from Publicity (5250) to Materials & Supplies (5260);

Transfer \$350.17 from Mileage Reimbursement (5300) to Staff Training (6600);

Transfer \$55.34 from Mileage Reimbursement (5300) to Payroll Services (6615);

Transfer \$148 from Travel & Conference (6720) to Professional Dues (6500.)

VOTE: 6 YES 0 NO

VII. Treasurer's Annual Report on Investments- Postponed until August Meeting

VIII. Library Report

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

VOTE: 6 YES 0 NO

IX. Communications – Letter from Gary Randall, FHS President

X. Committee Reports

A. Finance – Trustee Pskowski

B. Personnel – Trustee Scott

C. Nominating – none

D. House - Trustee Kelemen

XI. Unfinished Business

A. Recognition for volunteer Bob Persing- Trustee Arcieri will write a thank you letter on behalf of the Board.

B. Fundraising-Trustee Murphy offered to speak with Black Dirt Brewery in Florida, NY regarding the possibility of an Oktoberfest fundraiser

XII. New Business

A. Standing Committee Appointments for 2015-2016

Finance: 1. Chairman: Trustee Pskowski 2.Trustee Murphy
3.Trustee Kelemen

Personnel: 1. Chairman: Trustee Murphy 2. Trustee Scott
3. Trustee Patton

Nominating: 1. Chairman: Trustee Kelemen 2.Trustee Beers
3. Trustee Pskowski

House: 1. Chairman: Trustee Scott 2. Trustee Beers
3.Trustee Patton

B. Appointment of Treasurer

Motion by Trustee Pskowski, seconded by Trustee Kelemen, to appoint Stella Kosior to the position of Treasurer for the 2015-2016 fiscal year with an honorarium of \$300.

VOTE: 6 YES 0 NO

C. Designation of Bank

Motion by Trustee Scott, seconded by Trustee Pskowski, to designate Sterling 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: 6 YES 0 NO

D. Appointment of Bookkeeper

Motion by Trustee Murphy, seconded by Trustee Scott, to appoint Christine Arner to the position of Bookkeeper for the 2015-2016 fiscal year, at a cost of \$ 3,720.

VOTE: 6 YES 0 NO

E. Fee for Use of the Library by Outside Groups

Motion by Trustee Pskowski, seconded by Trustee Kelemen, to charge outside groups a fee of \$15 per hour for use of the library.

VOTE: 6 YES 0 NO

F. Official Newspaper

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

VOTE: 6 YES 0 NO

G. Attorney

Motion by Trustee Murphy, seconded by Trustee Scott, to appoint Spiegel Legal as legal counsel for the 2015-2016 fiscal year at an hourly rate of \$175 per hour.

VOTE: 6 YES 0 NO

H. Clerk of the Board

Motion by Trustee Kelemen, seconded by Trustee Murphy, to appoint Martha Sullivan as Clerk of the Board for the purpose of overseeing and making all arrangements for the 2016 library election.

VOTE: 6 YES 0 NO

I. Annual Budget Vote and Trustee Election

Motion by Trustee Pskowski, seconded by Trustee Scott, to hold the annual budget vote and trustee election on Thursday, April 7, 2016.

VOTE: 6 YES 0 NO

J. Board Meetings

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

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

VOTE: 6 YES 0 NO

K. Donations (already shown in the Preliminary Final Report for FY 2014-2015)

\$22.50 – Florida Historical Society
\$2 – Sale of tea bags

Motion by Trustee Pskowski, seconded by Trustee Murphy, to accept \$24.50 from various donors and to credit this amount to Donations (line 4050.)

VOTE: 6 YES 0 NO

L. Targeted Donations (already shown in the Preliminary Final Report for FY 2014-2015)

Motion by Trustee Murphy, seconded by Trustee Kelemen, to accept \$50 from the Friends of the FPL and credit this amount to Targeted Donations (4060) and Adult Programs (5241.)

VOTE: 6 YES 0 NO

Motion by Trustee Scott, seconded by Trustee Pskowski, to accept \$75 from the Friends of the FPL and credit this amount to Targeted Donations (4060) and Summer Reading Programs (5248.)

VOTE: 6 YES 0 NO

M. OLA Grant (already shown in the Preliminary Final Report for FY 2014-2015)

Motion by Trustee Scott, seconded by Trustee Murphy, to accept \$2,150 from Orange Library Association for the first payment of county monies and to credit this amount to Grant/Aids (4080.)

VOTE: 6 YES 0 NO

N. Personnel - Annual Health Care Buy Back

Motion by Trustee Scott, seconded by Trustee Kelemen, to approve a payment of \$2,500 each to Martha Sullivan and Ashley Baroch for the annual health care buy back and to charge this amount to the Health Benefits line (6491) of the 2014-2015 FY budget.

VOTE: 6 YES 0 NO

Motion by Trustee Pskowski, seconded by Trustee Scott, to hire Sara R. Johnson for the full-time position of Librarian I at an annual salary of \$35,500, effective 7/6/15.

VOTE: 6 YES 0 NO

Motion by Trustee Scott, seconded by Trustee Murphy, to revise the Personnel Policy adopted 5/11/15, Section K. – Retirement Plan, by deleting sentence 3 and inserting “An employee is eligible to join the plan after six months of continuous employment from the date of hiring and may choose to contribute any amount, up to the legal limit, from his/her paycheck,” effective 7/5/15.

VOTE: 6 YES 0 NO

O. Signatories on Library Checks

Motion by Trustee Murphy, seconded by Trustee Kelemen, to authorize President Diane Arcieri and Treasurer Stella Kosior to be signatories on any checks issued by the Florida Public Library, either signature alone being valid, for the 2015-2016 Fiscal Year.

VOTE: 6 YES 0 NO

P. RCLS Construction Workshop – President Arcieri

-President Arcieri brought up the option of a construction grant through RCLS. For this grant to take place, the library would need to look at contractor agencies owned either by a female or a minority for estimates. She said a great deal of paperwork was involved, but it could provide a great deal of assistance.

Q. Items for future agendas

- Treasurers Annual Report on Investments
- Letter for Bob Persing
- Trustee Murphy and update on Fundraising possibility

XIII. Adjournment

Motion by Trustee Scott, seconded by Trustee Kelemen, to adjourn at 8:21 p.m.

VOTE: 6 YES 0 NO

Next Meeting: Regular Monthly Meeting: Monday, August 3, 7:30 p.m.

Submitted by William Kelemen, Secretary

