

FLORIDA PUBLIC LIBRARY
Monthly Meeting Minutes – December 5, 2016

I. Call to Order- 7:31 PM

Board Members Present: Scott, Pskowski, Lillard, Patton, Kelemen, Beers
Board Members Excused: Arcieri
Board Members Absent: none
Also Present: Director Folino, Anita Baumann

II. Minutes

Motion by Trustee Kelemen, seconded by Trustee Beers, to approve the minutes of the November 7, 2016 monthly meeting as printed.

VOTE: 6 YES 0 NO

III. Announcements and Comments from the Public - none.

IV. Treasurer's Report

Motion by Trustee Scott, seconded by Trustee Lillard, to accept the financial reports for November as printed.

VOTE: 6 YES 0 NO

Motion by Trustee Patton, seconded by Trustee Scott, to accept \$428,350 in tax monies from the Florida Union Free School District and to allocate funds as follows:

\$13,335 checking account
\$40,000 savings account
\$ 125,000 CD of 3 months
\$ 125,000 CD of 6 months
\$ 125,000 CD of 9 months

VOTE: 6 YES 0 NO

V. Warrant Schedule for December

Motion by Trustee Kelemen, seconded by Trustee Beers, to approve the Warrant Schedule for December as printed.

VOTE: 6 YES 0 NO

VI. Director's Report

Motion by Trustee Lillard, seconded by Trustee Patton, to accept the Director's Report as printed.

VOTE: 6 YES 0 NO

VII. Communications – Thank you from Dept. of Veteran's Affairs for cards sent

VIII. Committee Reports

A. Finance – Trustee Pskowski – set December meeting date

B. Personnel – Trustee Patton – see motions below; budget mtg on 12/6

C. Nominating – Trustee Beers – no report

D. House - Trustee Scott – no report

IX. Unfinished Business

A. Personnel Policy revision

Motion by Leigh Patton, Personnel Committee Chairman, to adopt the newly revised Personnel Policy as printed, effective date January 1, 2017. As this motion comes from a committee, no second is needed.

VOTE: 6 YES 0 NO

B. Building expansion – no report

C. Fundraising – Director Folino will be meeting with the FFPL in December and will discuss fundraising options including a book sale in May and the possibility of a yard sale that same day

X. New Business

A. Donations

\$100 – Suzanne Emmerich

\$10 – Suzanne Skeels

Motion by Trustee Beers, seconded by Trustee Scott, to accept donations in the amount of \$110, thank the donors and credit this amount to the Donations line (4050) of the budget.

VOTE: 6 YES 0 NO

B. Targeted Donations

\$100 – Victoria Slater-Kearns for Audiobooks

Motion by Trustee Kelemen, seconded by Trustee Patton, to accept \$100 from Victoria Slater-Kearns, to thank the donor and to credit this amount to the Targeted Donations line (4060) and the Audiobooks line (5241) of the budget.

VOTE: 6 YES 0 NO

C. Personnel

Motion by Trustee Patton, seconded by Trustee Scott, to approve mid-year raises for staff according to the attached schedule, effective January 1, 2017.

VOTE: 6 YES 0 NO

Motion by Trustee Lillard, seconded by Trustee Kelemen, to transfer \$4,600 from the Encumbered Fund Balance (line 6903) to the following budget lines:

\$4,000 to Salaries (line 6000)

\$400 to Employee Benefits (line 6490)

\$200 to Retirement Plan (line 6492)

VOTE: 6 YES 0 NO

D. Items for future agendas

1. Audit report; 2. Approval of 2017-2018 FY budget

XI. Adjournment

Motion by Trustee Scott, seconded by Trustee Beers, to adjourn at 8:01 p.m.

VOTE: 6 YES 0 NO

Next Meeting: Regular Monthly Meeting: Monday, Jan. 2, 7:30 p.m.

Submitted by William Kelemen, Secretary