

FLORIDA PUBLIC LIBRARY
Monthly Meeting Minutes – December 3, 2018

I. Call to Order – 7:28 pm

Board Members Present: Trustees Lillard, Arcieri, Kamrowski, Kosior, Fernandez, Scott

Board Members Excused:

Board Members Absent:

Also Present: Director Folino, Kevin Lundell

II. Trustee Vacancy – Meet the Candidate

Members of the Board introduced themselves to Kevin Lundell. Mr. Lundell has expressed interest in filling the vacant trustee seat. Mr. Lundell introduced himself to the board and explained why he was interested and his background and qualifications.

III. Minutes

Motion by Trustee Arcieri, seconded by Trustee Fernandez to approve the minutes of the November 5, 2018 meeting as printed.

VOTE: YES 6 NO 0

IV. Announcements and Comments from the Public - None

V. Treasurer's Report

Motion by Trustee Kosior, seconded by Trustee Kamrowski to accept the financial report for November as printed.

VOTE: YES 6 NO 0

VI. Warrant Schedule for December

Motion by Trustee Scott, seconded by Trustee Lillard to approve the Warrant Schedule for December as printed.

VOTE: YES 6 NO 0

VII. Director's Report

Motion by Trustee Arcieri, seconded by Trustee Kamrowski to accept the Director's Report as corrected. (added that the Scotts donated a turkey for the Friends of the Florida Public Library food demonstration/tasting)

VOTE: YES 6 NO 0

VIII. Communications – Kevin Lundell – letter of interest in trustee vacancy

IX. Committee Reports

A. Finance – Trustee Arcieri – set meeting date for 12/11/18 at 2:30 pm

B. Personnel – Trustee Lillard – see New Business

C. Nominating – Trustee Scott - None

D. House - Trustee Kamrowski – Trustee Kamrowski will be trimming the butterfly bush so O + R will be able to read the meters

X. Unfinished Business

Trustee Training – Sunday, January 13; snow date January 27

Board will review chart of current staff members and the 5 year program statistics report distributed by Director Folino

XI. New Business

A. Donations

\$25 – Diane O’Sullivan

\$24 – Pie Raffle on 11/12 (at FFPL meeting)

Motion by Trustee Kamrowski, seconded by Trustee Fernandez to accept \$49 in donations, thank the donors and credit this amount to the Donations line (4050) of the budget.

VOTE: YES 6 NO 0

B. Grants

Motion by Trustee Arcieri, seconded by Trustee Scott to accept \$300 from the Ramapo Catskill Library System for a Family Literacy Mini-Grant and to credit this amount to Grants/Aid (4080) and Children’s Programs (5240.)

VOTE: YES 6 NO

Motion by Trustee Kosior, seconded by Trustee Lillard to accept \$146.30 from the Ramapo Catskill Library System for the remaining 10% balance of the 2018-2019 Local Library Service Aid (LLSA) and to credit this amount to Grants/Aid line (4080) of the budget.

VOTE: YES 6 NO 0

A. Audit Report – review audit report for January meeting with auditor, Justin Wood – report was distributed by Director Folino. Director Folino questioned Stephen Hoefler at RCLS on changing auditors and his response was that it was not recommended.

B. Personnel – President Lillard

Motion by Trustee Lillard to approve the report of the Personnel Committee including annual raises as printed, effective July 1, 2019. As this motion comes from a committee, no second is required.

VOTE: YES 6 NO 0

C. Trustee Vacancy – Meet the Candidate

Motion by Trustee Fernandez, seconded by Trustee Kamrowski to appoint Kevin Lundell to the vacant trustee seat formerly held by William Kelemen, the term to expire on June 30, 2019.

VOTE: YES 6 NO 0

Director Folino administered the Oath of Office

D. Sexual Harassment Prevention Training – any discussion? Sign policy. All board members attended and felt the training was excellent and all signed the new policy to verify they had read the policy.

E. Updating Policies – Review chart of current FPL policies and dates adopted
Recommended policies to adopt:
Trustee Lillard recommended starting with the oldest policy. The Personnel Committee is currently reviewing the personnel policy. The board will set a schedule at the next meeting.

F. Items for future agendas

1. Building expansion
2. Finance Committee – 2019-2020 budget
3. Program Evaluation (Director Folino was requested to present a report with a list of programs for the last 8 months and their cost)
4. Policy review schedule

XII. Adjournment

Motion by Trustee Kamrowski, seconded by Trustee Scott to adjourn at 8:49 p.m.

VOTE: YES 6 NO 0

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

Submitted by Secretary Nancy Scott