

FLORIDA PUBLIC LIBRARY
Special Information Meeting Minutes– March 4, 2019

I. Call to Order – 7:30 pm

Board Members Present: Trustees Lillard, Arcieri, Fernandez, Lundell,
Kamrowski

Board Members Excused: Scott, Kosior

Board Members Absent:

Also Present: Director Madelyn Folino

II. Appointment of Secretary Pro Tem

Trustee Arcieri appointed Secretary Pro Tem

The floor is open for discussion of the proposed 2019-2020 budget.

There were no discussions.

III. Adjournment

Motion by Trustee Fernandez seconded by Trustee Lillard to adjourn at 7:31 p.m.

VOTE: YES 5 NO 0

Monthly Meeting Minutes – March 4, 2019

I. Call to Order – 7:32 p.m

Board Members Present: Trustees Lillard, Arcieri, Fernandez, Lundell,
Kamrowski

Board Members Excused: Scott, Kosior

Board Members Absent:

Also Present: Director Madelyn Folino

II. Appointment of Secretary Pro Tem

Trustee Arcieri appointed Secretary Pro Tem

III. Minutes

Motion by Trustee Arcieri seconded by Trustee Fernandez to approve the minutes of the February 4, 2019 meeting as corrected.

(changed wording on Procurement Policy effective 3/4/19, Page 1, last line to read “to make an award to a higher bidder”).

VOTE: YES 5 NO 0

IV. Announcements and Comments from the Public - None

V. Treasurer’s Report

Motion by Trustee Lillard seconded by Trustee Fernandez to accept the financial report for February as printed.

VOTE: YES 5 NO 0

VI. Warrant Schedule for March

Motion by Trustee Fernandez seconded by Trustee Lundell to approve the Warrant Schedule for March as printed.

VOTE: YES 5 NO 0

VII. Director's Report

Motion by Trustee Kamrowski seconded by Trustee Fernandez to accept the Director's Report as printed. Discussion on new Technology Plan and need for purchase of routers and static IP address. Further review and alternatives to be evaluated. Discussion of Tax Rates, how to calculate them, and how available public information can be accessed by voters for better understanding of their tax rates.

VOTE: YES 5 NO 0

VIII. Communications – Stephen Hoefer – letter of thanks for donations to Enos Scholarship

Debbi Lisack – note of thanks for author visit

Discussed PARP (Pick A Reading Partner) 3/11- 3/27 at the elementary school.

IX. Committee Reports

A. Finance – Trustee Arcieri - None

B. Personnel – Trustee Lillard - None

C. Nominating – no report - None

D. House - Trustee Kamrowski - None

X. Unfinished Business

A. Policy Revisions

1. Motion by Trustee Fernandez seconded by Trustee Arcieri to adopt the revised Personnel Policy, effective March 4, 2019, as printed.

VOTE: YES 5 NO 0

2. Motion by Trustee Kamrowski seconded by Trustee Lundell to adopt the Revised Tutor Policy, effective March 4, 2019, as printed.

VOTE: YES 5 NO 0

3. Motion by Trustee Lillard seconded by Trustee Lundell to adopt the revised Fraud Policy, effective March 4, 2019, as printed.

VOTE: YES 5 NO 0

4. Motion by Trustee Arcieri seconded by Trustee Fernandez to adopt the revised Conflict of Interest Policy, effective March 4, 2019, as printed. Discussion of Conflict of Interests other than Financial, further review to be conducted.

VOTE: YES 5 NO 0

B. Spring Tea – Saturday, June 8 – Vice President Arcieri

Next committee meeting scheduled for 3/12/19. Any help from the trustees will be welcomed and all members will be informed of the committee status.

C. Long Range Plan – Timeline

Facilitator
Stakeholders

Review of past process and discussion of 2020 Long Range Plan including timeline, stakeholders, community and library issues. Trustee Arcieri volunteered to facilitate the 2020 Focus Group Sessions. Trustees will suggest stakeholders by the July meeting. Letters to stakeholders will be sent in August by the Director. Focus groups will start in September.

D. Staff Appreciation/Volunteer Recognition

Recognition and appreciation will be extended to Staff and Volunteers by the Board. Volunteers at The Friends Meeting, 4/8 and Staff on 4/9 on Library Workers Day.

XI. New Business

A. Grants/Aid

Motion by Trustee Kamrowski seconded by Trustee Fernandez to accept \$721.56 from the Orange Library Association for the second, per capita payment of 2018 funds from Orange County, to thank Legislator Paul Ruskiewicz, and to credit this amount to the Grants/Aid line of the budget (4080.)

VOTE: YES 5 NO 0

E. Targeted Donations

\$450 – for Storyteller Diane Edgecomb’s FPL & Rec. programs on 7/18
\$150 – for lodging for Gregg Schigiell author visit on 3/14
\$150 – for Boscobel House & Gardens Museum Pass

Motion by Trustee Lillard seconded by Trustee Lundell to accept \$750 from the Friends of the FPL, thank the donors, credit this amount to Targeted Donations (4060) and to credit \$450 to the Summer Reading Programs (5248), \$150 to Teen Programs (5247) and \$150 to Adult Programs (5241) lines of the budget.

VOTE: YES 5 NO 0

F. Election Meeting Chairman

Motion by Trustee Fernandez seconded by Trustee Lundell to appoint President Cecelia Lillard as the Chairman of the Election Special District Meeting to open and close the polls on April 4, 2019 for the Annual Budget Vote and Trustee Election.

VOTE: YES 5 NO 0

G. Election Inspectors

Motion by Trustee Arcieri seconded by Trustee Lillard to appoint the following election inspectors for the Annual Budget Vote and Trustee Election on April 4, 2019 and to pay those working that day \$13.00 per hour from 8:30 a.m. to 9:30 p.m.

Chief Inspector – Jeanne Uszenski

Inspector – Debra Krzymowski

#1 Alternate – Lu-Ann Haviland

#2 Alternate – Evelyne Bottorf
VOTE: YES 5 NO 0

H. Advocacy Day in Albany – Trustees Arcieri, Fernandez, Kamrowski
Trustee Fernandez was unable to attend.
It was an opportunity for libraries to make their voices and needs heard by
our Legislators.

I. Trustee Training – 101 Basic Education – 3/19 or 4/10 or 5/8
102 Intermediate Education – 4/23 or 5/14
Sexual Harassment Prevention – 5/1 or 5/21
Save the date: RCLS Legislative Breakfast & Annual Meeting – 9/13
NYLA Webinar, Administrative Teams: A New Approach for Friends
Leadership – 3/19

J. Items for future agendas
1- Policy review: FAX, Use of Libraries by Outside Groups, Open Meetings
2- Investment Policy
3- Conflict of Interest Policy
4 -2020 Long Range Plan

XII. Adjournment

Motion by Trustee Lundell seconded by Trustee Fernandez to adjourn at
9:16 p.m.

VOTE: YES 5 NO 0

Next Meeting: Regular Monthly Meeting, Monday, April 1, 7:30 p.m.

Submitted by:
Diane Arcieri, Secretary Pro Tem