

FLORIDA PUBLIC LIBRARY
Annual Meeting Minutes – July 8, 2019

I. Call to Order – 7:35 P.M.

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

Board Members Excused: Arcieri, Lundell

Board Members Absent:

Also Present: Director Folino

II. Oath of Public Office

Swearing in of Trustee Lillard– Director Folino

Signed Oath witnessed and notarized by Barron Angell

III. Report of Nominating Committee – Trustee Scott

IV. Election of Officers

President: Cecelia Lillard

Vice President: Nancy Scott

Secretary: Ron Kamrowski

VOTE: YES 5 NO 0

President Lillard presided.

V. Minutes

Motion by Trustee Kosior seconded by Trustee Lillard to approve the minutes of the June 3, 2019 meeting as printed.

VOTE: YES 5 NO 0

VI. Announcements and Comments from the Public - None

VII. Treasurer's Report

Motion by Trustee Kamrowski seconded by Trustee Scott to accept the preliminary financial report for Fiscal Year 2018-2019 as printed and to finalize the budget with the following transfer:

Transfer \$29.15 from Salaries (6000) to Payroll Services (6615.)

VOTE: YES 5 NO 0

VIII. Warrant Schedule for July

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

VOTE: YES 5 NO 0

IX. Treasurer's Annual Report on Investments – Tabled until August Meeting

X. Director's Report

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

VOTE: YES 5 NO 0

XI. Communications – Senator Jen Metzger – grants-in-aid funding announced.

A one-time funding grant of \$2,000 has been made available for program support.

XII. Committee Reports

- A. Finance** – no report
- B. Personnel** – no report
- C. Nominating** – no report
- D. House** – no report

XIII. Unfinished Business

- A.** Spring Tea Review –Trustee Scott reported a final profit of \$1,220.
- B.** Long Range Plan – defer list of invitations until Trustee Arcieri can meet.
- C.** New Smoking Law – NYLA advisory; outreach to Village of Florida.
In the meantime, signs have been posted at the three entrances. A brief discussion was held about placement of ashtrays.

XIV. New Business

A. Standing Committee Appointments for 2019-2020

Finance Chairman: Stella Kosior 2. Ron Kamrowski 3. Diane Arcieri
Personnel Chairman: Kevin Lundell 2. Laura Fernandez 3. Nancy Scott
Nominating Chairman: Diane Arcieri 2. Ron Kamrowski 3. Kevin Lundell
House Chairman: Laura Fernandez 2. Stella Kosior 3. Nancy Scott

B. Appointment of Treasurer

Motion by Trustee Kosior seconded by Trustee Fernandez to appoint Donna Penwarden to the position of Treasurer for the 2019-2020 fiscal year with an honorarium of \$500.

VOTE: YES 5 NO 0

C. Designation of Bank

Motion by Trustee Scott seconded by Trustee Lillard to designate Sterling Bank and Connect One as official depositories 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: YES 5 NO 0

D. Appointment of Bookkeeper

Motion by Trustee Kamrowski seconded by Trustee Kosior to appoint Christine Arner to the position of Bookkeeper for the 2019-2020 fiscal year, at a cost of \$ 3,996.

VOTE: YES 5 NO 0

E. Fee for Use of the Library by Outside Groups

Motion by Trustee Lillard seconded by Trustee Fernandez to charge outside groups a fee of \$ 25.00 per hour for use of the library.

VOTE: YES 5 NO 0

F. Official Newspaper

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

VOTE: YES 5 NO 0

G. Attorney

Motion by Trustee Fernandez seconded by Trustee Lillard to appoint Spiegel Legal as legal counsel for the 2019-2020 fiscal year at an hourly rate of \$200 per hour.

VOTE: YES 5 NO 0

H. Election Clerk

Motion by Trustee Scott seconded by Trustee Lillard to appoint Martha Sullivan as Election Clerk for the purpose of overseeing and making all arrangements for the 2020 library election.

VOTE: YES 5 NO 0

I. Annual Budget Vote and Trustee Election

Motion by Trustee Kamrowski seconded by Trustee Kosior to hold the annual budget vote and trustee election on Thursday, April 16, 2020.

VOTE: YES 5 NO 0

J. Board Meetings

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

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

VOTE: YES 5 NO 0

K. Grants/Aid for Fiscal Year 2018-2019

Motion by Trustee Lillard seconded by Trustee Kosior to accept \$400 from RCLS for the Family Literacy Mini-Grant, to thank the donor and to credit this amount to the Grants/Aid line (4080) of the 2018-2019 budget.

VOTE: YES 5 NO 0

L. Grants/Aid for Fiscal Year 2019-2020

Motion by Trustee Fernandez seconded by Trustee Scott to accept \$3,382 of county funds from the Orange Library Association, thank County Legislator Paul Ruskiewicz and credit this amount to the Grants/Aid line (4080) of the 2019-2020 budget.

VOTE: YES 5 NO 0

M. Signatories on Library Checks

Motion by Trustee Kosior seconded by Trustee Lillard to authorize President Lillard and Treasurer Penwarden to be signatories on any checks issued by the Florida Public Library, either signature alone being valid, for the 2019-2020 Fiscal Year.

VOTE: YES 5 NO 0

N. Personnel

Motion by Trustee Scott seconded by Trustee Fernandez to appoint Elizabeth Verblaauw to the position of Library Clerk (Substitute) at a wage of \$15.18/hour, effective 7/31/19.

VOTE: YES 5 NO 0

O. Donations

Motion by Trustee Scott seconded by Trustee Kosior to accept a donation of \$100 in memory of John Kimiecik from Dorothy Kimiecik, to thank the donor, and credit this amount to the Donations line (4050) of the budget.

VOTE: YES 5 NO 0

P. Items for future agendas

Review of program policies

XV. Adjournment

Motion by Trustee Scott seconded by Trustee Lillard to adjourn at 8:24 p.m.

VOTE: YES 5 NO 0

Next Meeting: Regular Monthly Meeting, Monday, August 5, 7:30 p.m.

Submitted by Secretary Ron Kamrowski