

Minutes
Gates Public Library
Board of Trustees
August 18, 2010

Present: Peter Derry, President; Kirk Kettinger, Vice President; Amy Gardner; Neelima Gokhale; Paula LaManna; Bob Renehan; Linda Tribotte; Mark Assini, Supervisor; Karen Kase-McLaren, Director

Visitors: Susan Swanton, Steve & Debbie Shanker, Terry Bietry, Gail Renehan, gentleman with child

- I Meeting was called to order at 7:00 p.m. by President Derry.
- II Agenda Changes: A request for transfers will be given under VIII b.
- III Visitors' Comments: Ms. Swanton went over questions she posed at the last board meeting. The linear footage is estimated at 11,000; design for new building surpasses the number of seats required per capita; annual report for 2009 was completed and given to her.
- IV Supervisor's Comments: Supervisor Assini presented a personal donation to the board president to help kick off fundraising efforts by the Board. The lease for the new building will be signed on or about 9/1/10 once the permissive referendum has passed.
- V Correspondence: Ms. Kase McLaren presented correspondence and made available for board perusal.
- VI Approval of Minutes: A motion to approve the August 18, 2010 minutes was made by Bob Renehan, seconded by Paula LaManna and motion carried unanimously.
- VII Approval of Personnel Report: A motion to approve the personnel report was made by Paula LaManna, seconded by Amy Gardner and motion carried unanimously.
- VIII Financial Review:
 - a. Approval of Financial/Year to Date/Budget Projection Reports: A motion to approve the reports submitted was made by Bob Renehan, seconded by Kirk Kettinger and motion carried unanimously.
 - b. Approval of Transfers: A request for transfers was presented by director. A motion to approve the transfer of \$6420 from L-9060-8000 (Hospitalization) to the following funds: + \$1750 to L-7410-4250 (Reference), + \$25 to L-7410-4280 (Young Adult), + \$500 to L-7410-4260 (Adult), + \$500 to L-7411-4290 (Media), + \$461 to L-7410-4380 (Staff Development), + \$2200 to L-7410-4390 (Contractual), + \$184 to L-7419-4850 (Programming) and + \$800 to L-9040-8000 (Worker's Comp) was made by Bob Renehan, seconded by Linda Tribotte and motion carried unanimously.
 - c. Approval of Bills to be Paid: A motion to approve claims #229-263, accounts payable claims #21818-21820 and 21839-21842, including payrolls # 15 & 16, for a total of \$84,463.75 was made by Paula LaManna, seconded by Neelima Gokhale and motion carried unanimously.
- IX Items Requiring Board Action:
 - a. Action on salvaged equipment: A motion to declare the submitted equipment salvaged was made by Bob Renehan, seconded by Kirk Kettinger and motion carried unanimously.

b. Approval of 2011-2012 wage scale for part time staff: Ms. Kase McLaren presented the wage increases for the part time non-union and union employees. A 2% increase was given over 2010 for 2011 and 2012 for non-union part time staff and a 3% increase to the part time union members over 2010 for 2011 and 2012. A motion to approve the wage increases as presented was made by Linda Tribotte, seconded by Neelima Gokhale and motion carried unanimously.

c. Approval of final draft of 2011 budget request: Ms. Kase McLaren presented a final draft of the 2011 budget request and a summary of the budget recommendations. A motion to approve the 2011 budget request and summary of recommendations was made by Linda Tribotte, seconded by Bob Renehan and motion carried unanimously.

e. Approval of 2010 Board Goals: President Derry has tabled this for now.

X Reports: All reports accepted as written including 1. GPL Annual Report for 2009. The director thanks all staff for their efforts towards developing building plans for the new building. The director also stated that union negotiations for the full time staff are ongoing.

XI Items for Board Discussion:

a. Board Committees: Those committee commented on –

1. Town Board: Trustee Renehan reported that the Town Board had voted 4 to 1 for the development and leasing of new building at Elmgrove Crossings.

2. Friends: No meeting was held in August. Next meeting will be held in September.

9. Building Planning: Committee continues to meet every Thursday. The director has met with a design consultant to develop quote for construction grant application.

10. Building Fundraising: Trustee Kettinger reported that committee has met and they are working with a graphic designer designing a brochure.

Having no further business to discuss, a motion to adjourn the meeting was made by Bob Renehan, seconded by Amy Gardner and motion carried unanimously. Meeting adjourned at 8:00 p.m.

Respectfully submitted,

Sandra Kilbury
Recording Secretary