

Minutes
Gates Public Library
Board of Trustees
March 24, 2010

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

Absent: Neelima Gokhale; Bob Renehan

- I Meeting was called to order at 7:03 p.m.
- II Agenda Changes: Add under IX b. Equipment Salvage Item; add under XI b. Award of NYS Construction Grant and let it show that the Board will go into executive session at the end of the meeting.
- III Visitors' Comments: Ms. Swanton updated the Board on the progress of the Friends' book on the Gates Public Library history.
- IV Supervisor's Comments: Supervisor Assini stated that there is a preliminary agreement between management and the Gates library part time staff. At this point Peter Derry presented to Ralph Esposito, retired Supervisor, a gift from the board and Karen Kase-McLaren, a book purchased for the library collection, in honor of the retired Supervisor, by the staff of the library.
- V Correspondence: Ms. Kase McLaren presented correspondence to the board for their perusal.
- VI Approval of Minutes: A motion to approve the February 17, 2010 minutes, amending the total amount of the bills to be paid to \$125,932.20, was made by Linda Tribotte, seconded by Amy Gardner and motion carried unanimously.
- VII Approval of Personnel Report: A motion to approve the March, 2010 personnel report was made by Kirk Kettinger, seconded by Paula LaManna and motion carried unanimously.
- VIII Financial Review:
 - a. Approval of Financial/Year to Date/Budget Projection Reports: A motion to approve all financial reports submitted was made by Amy Gardner, seconded by Kirk Kettinger and motion carried unanimously.
 - b. Approval of Transfers: None required.
 - c. Approval of Bills to be Paid: A motion to approve claims #40-76, accounts payable claims #21682 and claims #21703-21708, including payrolls 4,5 and 6 for a total of \$120,376.75 was made by Paula LaManna, seconded by Kirk Kettinger and motion carried unanimously.
- IX Items Requiring Board Action:
 - a. Approval of money market accounts for Trustee Accounts: Ms Kase-McLaren has been researching information on money market accounts that are FDIC insured. The director would like to move private monies into a higher interest bearing account. After some discussion, a motion to approve the use of money market accounts, as well as, CD accounts for the private money funds was made by Linda Tribotte, seconded by Kirk Kettinger and motion carried unanimously.
 - b. Equipment Salvage Item: A motion to approve the salvage of a computer (06-13) was made by Paula LaManna, seconded by Amy Gardner and motion carried unanimously.

- X Reports: All reports accepted as written. At this point Ms. Kase-McLaren did a presentation of the library's website built by WSDA Design Associates.
- XI Items for Board Discussion:
- a. Library Board Goals 2010: President Derry stated that suggestions for goals had been emailed to trustees and the board as a whole will discuss the goals at the April meeting.
 - b. Letter of Award for NYS Construction Grant: Ms. Kase-McLaren presented letter of award to the Gates Public Library in the amount of \$199,639 for a new heating/cooling system, lighting and ceiling. The grant runs from 7/2009 – 6/2012 and the library has 180 days to start the project. The grant money will be distributed in 3 amounts: 50%, 40% and 10%.
 - c. Board Committees: Those committees commented on –
 - 2. Friends: Next meeting is scheduled for April 14.
 - 8. Technology: New computer tables, along with new computers, have been received. The next step is to upgrade the electrical in the area where the computers will be placed.
- XII Items of Information
- a. Friends Breakfast: Ms. Kase-McLaren is holding a breakfast in honor of the Friends board and book sale volunteers. It will be held on Saturday, April 10 at 9:00 a.m.

At 8:40 p.m. a motion to adjourn the meeting to go into executive session was made by Amy Gardner, seconded by Kirk Kettinger and motion carried unanimously.

At 9:05 p.m. the board members checked for visitors and reopened the meeting. A motion was made by Kirk Kettinger to approve the agreement between the Town of Gates and the Town of Gates Part Time Library unit of CWA 1170, seconded by Amy Gardner and motion carried unanimously. The board then adjourned the meeting at 9:06 p.m.

Respectfully submitted,

Sandra Kilbury
Recording Secretary