

Chester Public Library
Chester Public Library
Board of Trustees Meeting
May 22, 2018
Call to order 7:32

I. Call to Order

Present - A Susan Elter, Kerry Cambria, Caren Riegelhaupt, Aurora Robson-Coles

II. Visitor Comments (N/A)

III. Approval of Minutes

Kerry Cambria made motion to approve the minutes, Caren Riegelhaupt seconded, motion passed

IV. Correspondence (N/A)

V. Disbursements Tabled til next month

VI. Treasurer's Report K.Cambria made motion to approve Treasurer's Report, C. Riegelhaupt seconded, motion passed

VII. Director's Report

1. A motion was passed at the May 2, 2018 meeting of the RCLS Director's Association which reads: "To authorize \$700 to purchase the Automatic Renewal Report from Sirsi Dynix to be paid from Central Library Funds. (This motion needs to be amended to: To authorize the implementation of the Automatic Renewal Report from Sirsi on June 1, 2018)."

What this means to us? Patrons will no longer need to contact us or log into their accounts to renew items. Renewals follow the number allowable to the item's collection category (ex: an older adult fiction title can only renew twice). New adult fiction and new DVDs are not renewable. Items that are on hold will not renew automatically. This has the potential to change the amount we collect for fines.

2. Fines free update: A meeting will be held on June 18, 2018 of all the libraries that are currently thinking of going fine free on children's materials. The trial is set to begin on September 1, 2018.

3. The Friend of the Chester Public Library has generously donated \$600 to the Library. \$200 each will go towards to the cost of a children's and an adult summer reading program. The remaining \$200 will go towards the purchasing of staff T-shirts. Also their annual Ice Cream Social has been set for August 2, 2018. It will follow the children's end of summer performer.

4. I have signed an agreement with Orange Ulster BOCES. Beginning on June 13, 2018, we will be sponsoring their English as a Second Language (ESL) course here at the library. This would be at no cost to us and is free to those attending classes. They will be two days a week but, we hope that we will be able to add a third day once we gain access to the basement space.

Respectfully submitted:

Maureen Jagos

Director's External Meetings

April 24 – Met with John Vero, the Town's insurance broker.

May 2 – Director's Association Meeting

May 15 – Took the NYS Notary Public exam
May 17 – Took a CPR course with 3 other staff members
May 18 – Met with Lori from OU BOCES to go over ESL class arrangement.

VIII: 8:30 We went into Executive Session til 8:45

VIII. Old Business (N/A)

IX. New Business

- 2018 Summer Sunday Closures last year the circulation numbers were so low that Maureen is proposing to be closed again on Sundays during the summer (July 4th - Labor Day)

--K.Cambria made motion to approve closing on Sunday, C. Riegelhaupt seconded, motion passed.

- Tax cap override resolution

“Whereas, the adoption of this 2019 budget for the Chester Public Library requires a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it.

Resolved, the Board of Trustees of the Chester Public Library voted and approved to exceed the tax levy limit for 2019 by at least sixty percent of the board of trustees as required by state law on May 22, 2018.”

--K.Cambria made motion to approve tax cap override resolution, C. Riegelhaupt seconded, motion passed.

- 2019 budget

There is an additional 7k in item 6445 of the proposed 414 budget as Sue Elter has submitted her letter of resignation and will be leaving us at the end of August. Therefore, a new bookkeeping/payroll person will be needed to do the books and additionally handle payroll which Sue has not needed to do to date. There is also a line item for a postage meter to be added. It also includes a salary increase for all staff ranging between 6.6% and 11%. There is a “hidden” buffer of 13k in the proposed budget.

-- K.Cambria made motion to approve the 2019 budget for \$633,992 which is an approx 6.6.% increase, A. Robson Coles seconded the motion, motion passed.

- Good news

The air exchange system is being installed in the basement today and there is fresh air being cycled into the basement.

X. Town Board Meeting Report

According to Cindy O'Connor, who submitted this info remotely, there wasn't anything pertaining to the library at the last town board meeting she attended. She reported that it was a long meeting, discussing a law for preservation of open space and the ward system.

XI. Board Comments (n/a)

XII. Adjournment 10:10 pm