

**Worth-Pinkham Memorial Library**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**April 17, 2017 7:30pm**

1. Call to order and attendance with the Open Public Meeting Act: John Mongelli, Gretchen Kaser, Herman Crowley, Jeff Clutterbuck, Hugh Turk, Leann Surz, and Diane Mardy were in attendance.
2. Minutes of 3/20/17 Regular meeting – motion made and approved
3. Public session opened and closed no public in attendance.
4. Correspondence: Boy Scout sent thank you letter for Japanese Books from library for his Eagle Scout Project.
5. President’s Report: John Mongelli –no report
6. Vice President’s Report: Hugh Turk – no report
7. Treasurer’s Report: Herman Crowley
  - a. Capital Account - \$65,825.69
  - b. Operating Account - \$54,345.38
  - c. Review of the bills list
    - i. questions about electric bill breakout and Mango Languages
    - ii. motion made to approve list by HC. LS seconded it. All approved.
    - iii. Holding on any money transfers for a while due to the inconsistency of check from Boro.
    - d. Separate checkbook is needed for capital expenses. (Capital expense is classified as an improvement and anything over \$500.00 needs approval...operational expenses are classified as repairs).
    - e. Patricia asked if Lisa could adjust the reports to make them easier to understand. We will have Lisa come to the June meeting to help clarify.
8. Secretary’s Report: Caroline Richards – No report
9. Director’s Report: Gretchen Kaser
  - a. **Circulation:**  
March traffic down probably due to weather but circulation is up 10% over February. Media declined for the month but not sure why.
  - b. **Community Outreach:**  
Dedication for the mural for the YA room is Friday April 21 at 4pm. Mayor and Council have been invited. All Board members will be in attendance.
  - c. Little Free Library is ready to go just waiting for a good time to install. Gretchen will work with Jeff to make this happen.
  - d. **Facilities:**  
There was a big hole in the roof on the Franklin Ave. side, evidence that a critter chewed through. This is all fixed and hopefully solves our problems.  
Gretchen will get 3 estimates to have the front porch power washed, sanded and painted
10. Council Liaison: Tom Fiato – No Report
11. School Liaison: Diane Mardy-mural

Committee Reports:

- a) Personnel committee –meeting this week with evaluations. Other items to be discussed in closed session
- b) Finance – no report  
HC has requested copies of the budget
- c) Strategic Plan – no report
- d) Sub-Committee
  - a. Title Search – Object to gain clear title of library property. Land survey should be done of property.
- e) Policies and Procedures – no report
- f) Buildings and Grounds – no report

12. Old Business: No report

13. New Business:

Library Construction Bond Act 50% match, covers renovations, new buildings, etc. hopefully passes in June and gets on bill in Nov. Assembly, Senate and Unions behind the bill.

14. Closed session: 8:45-9:30

Date of next meeting 5/15/17

Motion to adjourn 9:30