

SOUTH NEW BERLIN LIBRARY BOARD  
Special Meeting  
October 18, 2016; 6:30 pm

Present: Lynn Macumber, Ann Mein, Jayne Frye, Judy Off, Marcia Hoag, Wendy Oldham.

Absent: George Clum.

President Lynn Macumber called this meeting to order at 6:40 p.m.

Jayne made a motion to approve the minutes of the August 23, 2016 meeting. Motion was seconded by Marcia. All in favor, none opposed. Motion carried.

The Four County 2015 annual report was reviewed by all present.

Jayne and Lynn met with Margaret about the budget. All three feel it looks good. Marcia made a motion to accept the proposed 2017 budget. Wendy seconded the motion. All in favor, none opposed. Motion carried.

Yorkers Museum account is straightened out. Lynn and Jayne are now signers on that account.

Attached Tax Cap/Tax Cap Compliance paperwork from Margaret. We voted not to increase the 2% tax. It would only be about \$646. The Library should fundraise instead – basket raffles, Chinese auction at another location.

P/L Budget vs. Actual, Jan. – Sept.: Payroll figure includes all taxes; equipment rental/maintenance (Four-County rentals) to change to \$5,000 on 2017 budget.

Lynn reported that the handicapped button is here, and the contractor is installing today. Next Friday is Halloween night at the Library.

Judy spoke with Barry Davis personally by phone before this meeting about the Library's front door that he has. He cannot pay us now due to other commitments, but can make all or partial payment in November.

Lynn reported that Donna needs health insurance and has accepted a job at NYC Insurance Co. She does not want to leave but needs to. Temporarily, Lynn will pick up the mail and payroll, and submit the ordering for the Library.

Donna emailed Lynn. Lynn read the letter to the Board. The Board agreed, that, although it is unfortunate, it is in the best interest of the Library that someone be there at the desk. Jayne suggested an interim contract. Lynn will prepare it and offer it to Donna. Judy made a motion to hire a new Library Director to replace the current position held by Donna for the same salary and job description. Jayne seconded the motion. All in favor, none opposed. Motion carried.

Marcia made a motion to pay Donna a contracted salary as an interim director if she agreed to continue working at the Library. Jayne seconded the motion. All in favor, none opposed. Motion carried.

The contract for the 9/1 roof, water and back door project will soon expire, and the projects are not completed. Lee Hoag has not yet complete the front door either. He reported that the electrical is not to code.

There will be a special meeting with Lee Hoag on Monday, November 7, 2016 at 6:30 pm to discuss the projects