



Minutes of the George F. Johnson Memorial Library Board meeting of Thursday, March 12, 2015

- I. Call to order by Vice-President Herceg at 7:02 PM.
Present: Christine Brown, Paul DelRosso, Nadine Herceg, Marie McLean-Yurecka, Jen Musa, Patrick Schafer, Jo Whitney, Library Director Ed Dunscombe. Excused: Gary Beattie, Chris Ryan.
- II. Reception of visitors: None.
- III. Approval of minutes from February 12, 2015: Christine moved to accept, Jo seconded, carried unanimously.
- IV. Manifest of Bills #9 for February 2015 (revised): Jen moved to accept, Patrick seconded, carried unanimously. #10 for March 2015: Marie moved to accept, Christine seconded, carried unanimously.
- V. Financial report: Fund balance at end of February \$1,522,996.99. Taxing district check from Town of Union received and deposited. Paul moved to accept, Jo seconded, carried unanimously.
- VI. Old Business
 - a. Lighting project: All of the new fixtures covered under the grant have been installed. Three supplementary lights and some other minor work still to be done.
 - b. Parking lot project: No updates yet received from the Village.
 - c. Special district: Financial figures submitted to Broome County as per their request. Other feedback received from various sources is pessimistic.
 - d. HVAC unit in staff room: Installed and operational to great joy.
 - e. J-Room carpet: Jen moved to accept Endwell Rug's proposal of \$12,361.80 under a New York State contract. Installed price is \$43 per square foot. Christine seconded, Carried unanimously.
 - f. 2015-16 budget: Preliminary figures of \$1,057,758 revenue and \$1,088,700 expense, including \$42,000 for special district efforts, a 2.5% salary increment plus some additional salary adjustments necessitated by the recent NYS minimum wage increase.
 - g. Employee handbook: Nadine formed a committee of Patrick, Jo, Paul, herself and Ed to review and report back to the board. Ed was directed to invite several staff members to join as well.

VII. New Business

- a. Annual reports: Jo moved to accept, Christine seconded, carried unanimously.
- b. 100th Birthday: Ed noted the library's 100th birthday is March 16. Cake will be served to the public and historian Tim Main will reprise his library history program on March 24 & 31.
- c. Your Home Public Library: Ed reported on some financial matters.
- d. Budget: Ed distributed a draft 2015-16 budget.

VIII. Other Business/Committee Reports

- a. Special District Committee: See above.

IX Adjournment: Jo motioned to adjourn at 8:20, Marie seconded, carried unanimously.

Christine Brown, Secretary

Date