



Minutes of the George F. Johnson Memorial Library Board meeting of April 19, 2018.

- I. Call to order by President Musa at 7:03 PM.
Present: Christine Brown, Emilie Chang-Jackson, Joe Ciccarino, Paul Del Rosso, Jen Musa, Chris Ryan, Jo Whitney, Library Director Ed Dunscombe. Excused: Nadine Herceg, Dr. Ribner.
- II. Reception of visitors: None.
- III. Approval of minutes from March 15, 2018: Paul moved to accept as corrected, Joe seconded, carried unanimously. Christine moved to accept the March 13, 2018 minutes of the Personnel Committee; Jo seconded, carried unanimously.
- IV. Manifest of Bills #10 for March, 2018 (revised). Joe moved to accept, Jo seconded, carried unanimously. #11 for April, 2018. Joe moved to accept, Christine seconded, carried unanimously.
- V. Financial report: Ed reviewed revenues and expenses, highlighting lines running ahead or behind budget. \$1,526,214.71 in library fund at end of March, 14,000 more than last year. Jo moved to accept, Chris seconded, carried unanimously.
- VI. Old Business.
 - a. Parking lot: Ed updated the board on progress and presented a completed site survey and preliminary new lot design. General discussion and suggestions which Ed will relay to L2 Studio and keep Board posted.
 - b. Early literacy meeting: Ed distributed an invitation to the April 26 event at WSKG studio from 6-8 PM.
 - c. Mental health training: Erin, Kenny, Nancy Seitz, Vickie and Kathy Mills will attend May 3 at YHPL.
 - d. New phone system: Installed and operating well.
 - e. Library fund/VOE financials: Ed reported his analysis of VOE vs. GFJ financials indicate they are very consistent as to library revenue and expenditures. Suggests the new Director and Board review annually.

- f. Personnel Committee; Chris reported on ongoing discussions with new Director-designee Seth Jacobus. Broome Personnel has approved the New Position Duties Statement for Library Director II (temp).
- g. 2018-19 budget: Chris moved to offer a raise of 2.5% for all staff accept those who received the 12/31/17 minimum wage increase and those affected by previously adopted minimum wage adjustments. Employee share of health insurance to increase from 15% to 16% - all effective June 2018, Jo seconded approved unanimously. Jo moved to adopt the draft budget showing revenues of \$1,044,025 and expenses of \$1,158,225. Joe seconded, approved unanimously.

VII. New Business:

- a. 2018-19 officers: A slate of Jen for President, Jo for Vice-President, and Emilie for Secretary has been proposed and will stand for election at the June meeting.
- b. Part-time library clerk opening: Will be advertised at the rate of \$11.06 per hour.
- c. Proposed elevator repair: Schindler has proposed replacement of the door opener at a cost of \$5,938.00. \$6,000.00 has been included in the library's General Repair line for 2018-19 but the expenditure has not been approved.
- d. Mason & Kellogg proposal: They have offered to advance a proposal to function as the library's health insurance broker. Tabled with no action.

VIII. Other Business/Committee Reports: Ed distributed an invitation to the annual 4CLS dinner, June 4 at The Silo Restaurant in Greene (cash bar opens at 5:30, buffet dinner at 6:30 with guest speaker on censorship and intellectual freedom). Deadline is May 23, please notify Ed if you are interested - \$30 per person. Ed noted that Kenny Roman has asked schedule clearance to attend the YSLSA annual meeting in Salt Lake Nov. 2-5. Approved. Jen requested the May meeting be moved from May 17 to May 10. Approved.

IX. Adjournment: Jo moved to adjourn at 8:43, Joe seconded, carried unanimously.

Emilie Chang, Secretary

Date

