PENN YAN PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

MINUTES - MEETING OF 10/16/14

Present: Peter Gamba, Diane Krans, Marty Roberts, Rich Stewart, Tom Barron, Deborah Connelly, Sandi Perl

Absent: Kristen-Flynn Comstock

Staff: Angela Gonzalez,

Members of the Public: none

The meeting was called to order at 6:35 p.m. by Peter Gamba.

Adoption of Agenda. Rich Stewart moved to adopt the agenda. This motion was seconded by Michele Morehouse. The motion passed unanimously.

Acceptance of Minutes of the meeting with one correction. Diane Krans moved to accept the minutes as amended. This motion was seconded by Michele Morehouse. The motion passed unanimously.

Financial Review. Marty Roberts moved to pay the bills for September 2014. This motion was seconded by Michele. The motion passed unanimously.

Director’s Report: see attached report

Discussion Notes:
- Project proceeding smoothly
- Entrance difficult to see; AG will work to improve signage
- Workflows transition going well; working through remaining glitches in records
- Interlibrary loans are increasing dramatically
- Staff is doing great
- Annual meeting of STLS. PG reports that 3 staff and volunteers won awards. He added that it was an enjoyable event.
- Alex Andrasik starts Nov. 3 (new Adult Librarian)

Standing Committee Reports

A. Finance Committee: Will meet after Benecare estimate is in.

B. Policy Review committee: Will begin meeting in Nov.

C. Building committee: Parking lot will be done by end of Nov.

D. Nominating committee: Will determine who is up for election before next meeting
E. Personnel committee: no report.

Old Business

• Energy Audit took place. Will meet with ad hoc Building Maintenance Committee

• Strategic Planning ad hoc committee: Signup Sheet to host a table at the Strat. Plng workshop. Workshop dates are 8th, 12th, and 13th. Friends of the Library are providing coffee and snacks.

New Business

• Conflict of Interest forms were set aside for MM to sign

• Paying bills procedures - AG explained the change to the bill paying procedure. Board members will now sign a voucher.

A motion was made to adjourn at 7:43 pm by Marty Roberts and seconded by Diane Krans. The motion passed unanimously.