

Bancroft Public Library
Board of Trustees – Minutes of the January 7, 2020 Annual and Regular Meetings

Present were Ed Donoghue, Kim Erbe, Rebecca Brown, and Alesa Wilson, and Rachael Armstrong. Also present were Director Susan Getty, Friends Treasurer Wendy Hunter Haywood, and members of the public.

Annual Meeting Business

Election of Officers: Kim Erbe nominated Ed Donoghue for President, Alesa Wilson seconded, and all voted in favor. Rebecca Brown nominated Kim Erbe for Vice President, Rachael Armstrong seconded, and all voted in favor. Kim Erbe nominated Rebecca Brown for Secretary, Rachael Armstrong seconded, and all voted in favor. Alesa Wilson nominated Rebecca Brown as Finance Officer, Rachael Armstrong seconded, and all voted in favor. Kim Erbe nominated Kathy Chambers as Treasurer, Alesa Wilson seconded, and all voted in favor.

Kim Erbe and Rebecca Brown were selected as representatives of the Library Board at Town Council meetings on motion of Alesa Wilson, second by Rachael Armstrong, all voting in favor.

Regular Meeting Business

Minutes: Kim Erbe made a motion, Alesa Wilson seconded, to approve the December 3, 2019 regular meeting minutes as presented. All were in favor and the motion was carried. President Ed Donoghue thanked the Board Members for all that was achieved in 2019.

Public Comment: None.

Correspondence: None.

Finance Officer's Report: Vouchers from the Library Fund Nos. 1 through 6 and totaling \$1888.91 were audited and ordered paid. Alesa Wilson made a motion, Kim Erbe seconded, to accept the Financial Statements as presented. All were in favor and the motion was carried.

Library Director's Report: See attached, including monthly statistics.

Committee reports: None due.

Old Business: Regarding the Charter Application status, according to the most recent email, it still needs to be "reviewed." Ed Donoghue has spoken with SALS Director Sara Dallas and she agreed to inquire of the State Education Department just what that means as it appears to contradict a prior email stating the Charter Application was to be on the December 2019 Regents Agenda. He then asked the Board if they had any objection to him contacting Senator Betty Little and Assemblywoman Carrie Woerner requesting their assistance if Sara Dallas did not receive a satisfactory answer. The Board was in agreement with this suggestion.

Regarding the State Aid for Library Construction Grant, the boilers and oil tank have been installed, the AC components of the grant will be accomplished in late winter or early spring, and a new RFP for the replacement of the windows will be addressed at the February regular meeting.

Regarding 2020 employee compensation, Kim Erbe made a motion, Rachael Armstrong seconded, to give a 2 percent cost-of-living increase to Marcy Armstrong and Melissa Curtis and a 3 percent increase to Karen Hickland. All were in favor and the motion was carried.

Other Business: Rebecca Brown informed the Board that the filing of Tax Cap paperwork has been brought up-to-date.

Rebecca Brown made a motion, Alesa Wilson seconded, to go into executive session to discuss Library Director Susan Getty's performance review, a copy of which will be placed in her employee file.

The next meeting was set for Tuesday, February 4, 2020 at 6:30 PM.
The meeting was adjourned.