

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
ANNIE PORTER AINSWORTH MEMORIAL LIBRARY
6064 SOUTH MAIN STREET, PO BOX 69
SANDY CREEK, NEW YORK 13145**

Date: September 24, 2018, 5:00 p.m.

Kind of Meeting: Regular Meeting

Board Members Present: Kevin Allard, Rachel Allen, Ashley Haskins, James Horth, Charles Worden

Others Present: Jessica Godfrey

CALL TO ORDER/ROLL CALL

President James Horth called the meeting to order at 5:04 pm. Vice President Charles Worden joined the meeting at 5:15 pm.

APPROVAL OF AGENDA

Motion to approve agenda by Charles Worden, seconded by Rachel Allen; approved.

APPROVAL OF MINUTES

Motion to approve the minutes from the August 30, 2018 meeting by Kevin Allard, seconded by Ashley Haskins; approved.

REPORTS

- Director's Report
 - See attached report.
- Finance Report
 - See attached report
 - The 15 month CD will be reaching maturity on October 13,2018. The interest rate is not known at this time. If we are not presented with at least a 2% rate, Ashley would like to pursue other savings options. Motion to allow Ashley to draw out CD funds if Pathfinder Bank drops the CD interest rate lower than the current rate by James Horth, seconded by Kevin Allard; approved.
 - Motion to pay unscheduled bills as listed in the Treasurer's report in addition to the regularly scheduled bills by Ashley Haskins, seconded by Charles Worden; approved.
 - Motion to replenish petty cash in the amount of \$32.00 by Ashley Haskins seconded by Charles Worden; approved.
- Fundraising Committee Report
 - Trivia Night was attended by four people. \$30 was raised by this event.

PERIOD FOR PUBLIC EXPRESSION

None at this time.

CORRESPONDENCE & COMMUNICATION

- A thank you letter was sent to Ms. Turo for her recent donation.
- A thank you letter will be sent to Senator Ritchie for her recent donation of \$4,500.00.

OLD BUSINESS

- Outstanding Actionable Items - Reviewed item list.
- Capital Project- Kevin received a budget quote for the parking lot paving to complete the paperwork for the state. He is still waiting back for a quote from the sign company. Once the budget is finalized and the paperwork is completed, it will be submitted to the State. Funding from the State becomes available October 1, 2018.
- Letter for Shared Equipment- Once the letter is signed by President James Horth, it will be delivered to the school district.
- Friends of the Library- It was discussed that the 90th anniversary celebration would be a good time to start generating conversation with the public regarding a new Friends of the Library Group.

NEW BUSINESS

- 501(c)3 discussion of dissolution language- Language needs to be added to Charter to state where the funds would go should the library ever close. This dissolution language is needed to obtain 501(c)3 status. Motion to approve resolution and petition of the Charter as corrected to include the Town of Sandy Creek, The Village of Sandy Creek, and the Village of Lacona by Kevin Allard, seconded by Charles Worden; approved.
- 2019 Budget- The draft 2019 budget was discussed. Continued discussion of the draft budget will take place at an upcoming work session.

NEXT MEETING DATE

The next regular meeting for the Board of Trustees is scheduled for Monday, October 15, 2018 at 4:30 pm. This meeting will take place at the library.

EXECUTIVE SESSION

- Motion to go into Executive Session at 7:22 by Kevin Allard, seconded by Ashley Haskins; approved.
- Motion to come out of Executive Session at 7:40 by Kevin Allard, seconded by Charles Worden; approved.

ADJOURNMENT

Motion to adjourn at 7:40 pm by Kevin Allard, seconded by Charles Worden; approved.

Respectfully submitted,

Rachel F. Allen
Board Secretary

**** All motions unanimously carried unless otherwise noted.****