

Interlaken Public Library
8390 North Main Street, P O Box 317
Interlaken, NY 14847

November 1, 2017

Interlaken Library Board of Trustees Meeting

Present: Trustees-- Mimi Schaffner, Laura Teeter, Marty Schlabach and Josephine Swanson;
Chelsea Stirlen, Director.

President Schaffner called the meeting to order at 1:00 pm.

Appointment of Trustee

The board agreed to move up one order of new business, the appointment of a new trustee. J. Swanson moved and L. Teeter seconded that the board appoint Marty Schlabach as a trustee of the library. Passed unanimously.

Approval of Minutes

M.Schaffner moved and L. Teeter seconded that the Board approve the minutes of September 27. Passed.

Correspondence Including Resignation of Trustees

The Director announced a donation of a table from the Interlaken Baptist Church and sent a thank you note.

An October 23 email communication from Finger Lakes Library Executive Director Glogowski forwarded an official NY State letter indicating trustees must reside in the town or village. The library had been in communication with the state for some months about this given the current board composition. The Board therefore had to regretfully accept the resignation of Trustee Rhea Ike and noted her many years of volunteer and board service.

The President read a letter from Trustee Valerie Bassett informing the Board of her resignation as of November 30 due to other community service pressures. The Board noted this with regret and appreciation for V. Bassett's service.

Director's Report

A written report was provided and discussed; (see attached). Keith Jay will be the new Village Board representative to the Library with the resignation of Village Board member Del Plato as the Village Representative. The Director will be looking at the budget surpluses to support the cost of LED lighting

to replace the outdated fluorescent fixtures. Seneca Meadows funding priorities are aligned to public events therefore future funding requests will be directed in that manner.

Financial Report

The report was provided in advance (see attached). The Director noted that funds from the Town of Covert had been received. They were not reflected on the financial report because of deposit timing. We expect receipt of South Seneca School District support soon.

Based upon a request from the Director in her report, L. Teeter moved and M. Schaffner seconded that the **Financial Report will be provided to the Board 48 hours before the Board Meeting.** Passed.

J. Swanson, on behalf of the Board, will send a thank you to Senator Hemling for our Bullet Aid; this year the Library received \$10,000.

Reports of Committees

The **Seneca Shares Meeting** (see attached agenda) was held on October 17 at the Ovid Library. President Schaffner attended. The meeting focused on use of technology. J. Swanson will attend the **November 14 meeting 12 noon at the Lodi Library.**

The Finance Committee met on October 23 and provided the Board with a copy of the minutes (see attached).

Old Business

Prospective New Trustees

The Board agreed that several residents with interests in the library could be contacted as potential trustees.

The Contract List included in the Director's report was briefly discussed.

Fund-Raising

Saturday November 25, the day after "Black Friday", is scheduled for a Barnes and Noble Book Fair and present wrapping event with a portion of sales proceeds going to the Library. Trustees and possibly volunteers will staff the time slots.

New Business

FLLS Annual Meeting was attended by President Schaffner and Trustee Swanson. A copy of the guest speaker's handout was shared. (See attached.) They reported that the roles and responsibilities of trustees and directors were detailed and recommendations offered. Good networking occurred including dialogue with Senator Hemling's chief staff member.

A copy of the **2018 Preliminary Budget** was provided (see attached). Director Stirlen noted several differences from the current budget that will be reviewed by the Board and addressed at the next meeting.

The Director presented the Board with a file copy of the official resolution to override the tax levy limit. This is considered late in the calendar year as a means of giving libraries the ability to plan a budget for the next year that may override the limit should they choose to do so. It is not a given that the limit would be overridden. President Schaffner moved and Trustee Teeter seconded the resolution dated November 1, 2017 **"Resolved that, pursuant to General Municipal Law 3-c(5) the Board of Trustees of Interlaken Public Library overrides, for the 2018 fiscal year, the tax levy limit imposed by Municipal Law 3-c(5).** Passed with 4 in Favor, none opposed and no abstentions.

The Board agreed to address **New Policies** needed at upcoming meetings and to establish new **committees** when additional trustees were appointed.

J. Swanson moved and M. Schlabach seconded to adjourn. Meeting adjourned at 2:40 pm.

Next meeting is November 29, 2017 at 1:00 pm

Submitted by Josephine Swanson, Secretary