

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

January 8, 2019

Interlaken Library Board of Trustees Meeting

Present: Trustees-- Marty Schlabach, Jacqui Boda, Bill Van Slyke and Josephine Swanson; Chelsea Hastings, Director; Linda Van Curen, Treasurer. Guests--Seymour Roarke, David Ferguson.

President Schlabach called the meeting to order at 7:01 pm.

### **PUBLIC COMMENT**

President Schlabach introduced Mr. David Ferguson who lives just outside the Village and would like to volunteer with the library in some capacity. Mr. Ferguson has lived in the Sheldrake area for a number of years, coming originally from Delaware and has worked with museums supporting exhibits' circulation. He noted local libraries' progress as programs are expanding and facilities are being upgraded. Mr. Seymour Roake also joined the meeting and is keeping informed of library business. His appointment as a trustee awaits Village approval.

### **APPROVAL OF MINUTES**

W. Van Slyke moved and J. Boda seconded a motion to approve the Board minutes of December 11 and 27, 2018 and the January 5, 2019 minutes of the Finance Committee. Passed.

### **CORRESPONDENCE**

The Director has sent thank you letters for donations from the Ovid Willard Lyons Club and for donations in memory of Mr. John Swanson Jr.

### **PRESIDENT'S REPORT**

M. Schlabach and C. Hastings developed a "2018 Points of Progress" which the president reviewed with the Board. The document highlights some of the many accomplishments in the past year. (See attached.) In addition, the director will have community program data available in an annual report. Work on the library tax levy on the South Seneca school ballot begins in February with the development of a resolution. As in recent years, the request is done in collaboration with the other two south end libraries. A \$60,000 request for each library is proposed. The last Seneca Shares meeting discussed implementation of a fine free policy.

### **DIRECTOR'S REPORT**

C. Hastings highlighted efforts to increase volunteer involvement, evaluate programs, recent grants received and proposals submitted. (See attached report for January).

### **TREASURERS' REPORT**

L. Van Curen is working on closing the books for 2018. W. Van Slyk moved and J. Swanson seconded a motion to approve financial records as reviewed by the Finance Committee and submitted by the treasurer. Motion passed.

## **NEW BUSINESS**

### **Adoption of 2019 Budget**

J. Swanson moved and J. Boda seconded to approve the 2019 Budget. Passed unanimously.

### **Election of Officers**

W. Van Slyke moved and J. Boda seconded to approve the following slate of officers for 2019 that was developed in advance of the meeting:

M. Schlabach, President; L. Teeter, Vice President; J. Swanson, Secretary; and L. Van Curen, Treasurer.

The motion passed unanimously. The Board by a voice vote approved the officers' election.

## **REPORTS OF COMMITTEES**

### **Finance Committee**

J. Boda moved and W. Van Slyke seconded to move \$107.31 from the 2018 electric line to the propane line. Passed. J. Boda reported that the auditor's responsibilities were completed; his opinions are contained within his December 27 letter. The committee is working on the internal controls policy.

## **OLD BUSINESS**

### **Legal Services**

W. Van Slyke inquired about the library's work with the attorney. M. Schlabach and C. Hastings are in contact with the lawyer who is reviewing the technology service agreement and will then address the Civil Service process for the clerk position.

### **Wage Bill**

J. Boda moved and W. Van Slyke seconded to rescind the Wage Bill Motion of 12/27/18. The motion to rescind passed unanimously. The Finance Committee will continue to address the wage payment process with the Village.

W. Van Slyke moved and J. Swanson seconded to adjourn the meeting. Meeting adjourned at 8:28 pm.

**Next Board Meeting February 12, 2018 at 7:00 pm.**

Submitted by Josephine Swanson, Secretary