

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

February 12, 2019

Interlaken Library Board of Trustees Meeting

Present: Trustees-- Marty Schlabach, Bill Van Slyke, Laura Teeter and Josephine Swanson; Chelsea Hastings, Director; Linda Van Curen, Treasurer. Guest--David Ferguson.

President Schlabach called the meeting to order at 7:04 pm.

PUBLIC COMMENT

Mr. David Ferguson, a Covert resident, attended the Board meeting for a second time and is willing to serve as a trustee. The Board welcomed him and expressed their appreciation.

APPROVAL OF MINUTES

W. Van Slyke moved and L. Teeter seconded a motion to approve the Board minutes of January 8, 2019. Passed. The minutes from the February 9, 2019 Finance Committee meeting will be held for the next Board meeting.

CORRESPONDENCE

The Director has sent thank you letters to the Interlaken Central School Reunion Committee c/o G. Messmer for a \$600 donation and to a donor for a contribution in memory of Mr. John Swanson Jr.

PRESIDENT'S REPORT

Please see attached written report.

DIRECTOR'S REPORT

C. Hastings reported on efforts beginning the process with the Village to hire a clerk. The Board approved purchase of a new smoke detector located by the circulation desk, replacing a defective one. The Director presented the Board with options for replacing the broken copier. (See attached February report for details).

M. Schlabach moved and W. Van Slyke seconded a motion to use bullet aid funds to purchase a Versa Link Xerox C405DN printer. Motion passed unanimously.

The Seneca Shares February meeting was held in Interlaken. The five libraries will request \$100,000 in county funding to include FLS support. FLS will provide a letter of support. C. Hastings reported that the 2020 Census will be conducted primarily online. Residents will be referred to local libraries for internet access and dedicated computer time for census reporting is planned for April 2020.

TREASURER'S REPORT

L. Van Curen reported that all required 1099s were completed and the depreciation schedule includes all assets. M. Schlabach moved and L. Teeter seconded a motion to approve the Treasurer Report and records as reviewed by the Finance Committee (documents on file with the Library) and to approve the recommendation to transfer the budget balance to savings while investigating investment alternatives. Motion passed.

NEW BUSINESS

Personnel Committee

J. Swanson will chair the Personnel Committee with L. Teeter, M. Schlabach and C. Hastings serving. A meeting will be held in the next two weeks with hiring the part time clerk as first order of business. The committee will also address compiling an employee handbook and review existing and needed personnel policies.

MOU

The MOU with the Village was accepted by the Village Board.

Resolutions (copies attached)

J. Swanson moved and W. Van Slyke seconded a motion to approve the Resolution to Create the Library Clerk Position. Motion passed with all four Board Members in attendance in favor, no abstentions.

W. Van Slyke moved and L. Teeter seconded a motion to approve the Resolution for the 2019 SSCS ballot funding request. Motion passed unanimously.

L. Teeter moved and W. Van Slyke seconded a motion to approve the Resolution to Override the Tax Cap. Motion passed unanimously.

New Trustee Nominations

J. Swanson moved and L. Teeter seconded a motion to nominate Mr. David Ferguson for appointment to the Board of Trustees. Motion passed unanimously.

J. Swanson moved and W. Van Slyke seconded a motion to nominate Ms. Courtney Knipp for appointment to the Board of Trustees. Motion passed unanimously.

REPORTS OF COMMITTEES

Finance Committee

The committee met February 6 and recommended approval of the year end budget materials.

L. Teeter moved and w. Van Slyke seconded to adjourn. Meeting adjourned at 8:35 pm.

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

Submitted by Josephine Swanson, Secretary