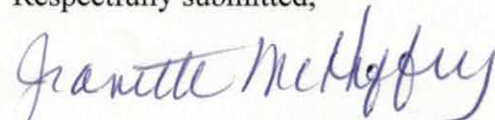


**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, SEPTEMBER 18th, 2017**

- I. The meeting was called to order by President Virginia Tyson at 7pm. Also present were: Jacques LeBlanc, Jeanette McHeffey, Vera Trick, and Marcie Litjens.
- II. Agenda was approved on a motion made by V. Trick, seconded by J. LeBlanc.
- III. Minutes of the last meeting were approved on a motion made by J. LeBlanc, seconded by V. Trick.
- IV. Financial Report
- | | |
|----------------------------------|--------------|
| A. Operating Account Warrant #3 | \$87,839.52 |
| B. Operating Account Warrant #3A | \$7,450.99 |
| C. Payroll Account Warrant #3B | \$201,325.17 |
| D. Capital Projects Warrant #3 | \$22,507.70 |
- were approved on a motion made by J. LeBlanc, seconded by V. Trick.
- V. Reports
- A. President's Report: Received two "thank you" notes from Terry Seng and RoseAnn Ferraro. Marcie went to court, which sided with [name redacted]. Mr. Seaman will try to appeal. Civil Service 20-hour work week will be rectified by January 2018. Discussion regarding photography class.
- B. Director's Report: Expecting checks from People's United Bank. Jesse Ahern was in Library, and was reminded of policy and what he has to do. Panic alarms installed with memo to staff regarding usage. SCLS using aid money to purchase phone app with alarms for libraries, policy will need to be drawn up. Currently A.C. Edwards is our insurance broker, Joe Price insurance agency quoted \$1600 less for same coverage and moving library to a safety plan with dividend refund. HVAC completed; currently investigating additional heating coil for main part the building like what was just done for the Children's area.
- VI. Old Business
- A. Insurance Broker. Motion by V. Trick, seconded by J. McHeffey to drop A.C. Edwards and take on Joe Price Agency.
- B. Deferred Compensation. Motion by J. LeBlanc, seconded by J. McHeffey to adopt NYS Deferred Compensation Plan.
- C. Discussion on NYS Paid Leave Act.
- VII. New Business
- A. Motion by V. Trick, seconded by J. McHeffey, to accept WiFi policy.
- B. Motion by J. McHeffey, seconded by J. LeBlanc to accept camera installation proposal.
- C. Motion by J. McHeffey, seconded by V. Trick to accept Security Camera policy.
- D. Motion by V. Trick, seconded by J. LeBlanc to accept resignations of Library Clerks Doreen Fay and Steven Marturano.
- E. Motion by J. McHeffey, seconded by V. Trick to hire Kathleen Hodges, Dylan Jones, Andrew Galante, Donna Reidy, and Rina Ledo as Library Clerks at \$15/hour.
- F. Motion by J. LeBlanc, seconded by J. McHeffey to transfer \$150,000 from Money Market to Payroll Account.
- Executive Session called at 7:40pm to discuss Employee
Returned to Public Session at 8:10pm
- G. Motion by J. LeBlanc, seconded by V. Trick to increase M. Litjens' pay rate by \$5/hour, merit raise.
- VIII. Date and time of next regular business meeting: Monday, October 16th, 2017 at 7pm.
- IX. There being no further business, tonight's meeting was adjourned at 8:15pm on a motion made by V. Trick, seconded by J. LeBlanc.

Respectfully submitted,



Jeanette McHeffey
Secretary