

MINUTES OF THE CENTER MORICHES FREE PUBLIC LIBRARY
HELD ON SEPTEMBER 21, 1981 AT 7:30 P.M.

THOSE PRESENT: Joan Kronman, William Savino, Joan Burgess, Carol Hulse, Kathryn Hickey, and Director, Gerald Donnelley. Mr. Kinney was absent.

Before the meeting, a special guest, Mr. Henry Graber, C.P.A., spoke to the Board about accounting problems and his method of handling them.

Mr. Graber represents many libraries. He has been practicing accounting for 25 yrs. This includes auditing and bookkeeping. His statements included:

1. Nothing should leave the library.
2. Audit should be done- C.P.A. should give audit and explain laws.
3. Bookkeeper should be hired.
4. Annual certified audit and accounts must be studied.

Reports do not agree at this time; Law suits can be made against Trustees.

His duties would include: Observations of Bookkeeper every three(3) months; observations of Insurance Policies, practices of Trustees actions, conferences, Interest rates.

His obligation would be to work with Director and Trustees of the Library as a team.

Change of service, based on time basis would be \$15.00 maybe less.

A motion was made by Kathryn Hickey to endorse Mr. Graber to handle and audit Library account by November 1981. Mr. Giaquinto to be given one (1) month notice. This motion was seconded by Dr. Savino.

Agenda:

1. Meeting was called to order at 8:10 P.M.
2. Agenda was reviewed and approved by Joan Burgess and seconded by William Savino.
3. Minutes of previous meeting were reviewed. Two statements were questioned.

1. Affordable--This was explained by Carol Hulse. Banks would not approve this affordable by Libraries.

2. Question of buying a new I.B.M. typewriter at \$935.00. Mr. Donnelley explained that the Insurance of \$1000.00 covered the theft of the calculator and the typewriter. Minutes of the previous meeting were then approved by Dr. Savino and seconded by Joan Burgess.

4. Financial Rept:

1. Treasurers Rept. approved by Joan Burgess and seconded by William Savino.

2. Accountants Report and Budget Analysis for period 7-1-81--8-31-81. This report was explained to Mr. Donnelley by Mr. Giaquinto. Motion to approved accountants report was made by Kathryn Hickey and seconded by William Savino. (Liquid Capitol now takes the place of the Building Fund in Bank of N.Y.).

A motion was made by Dr. Savino to take the \$10,000.00 from the Bank of N.Y. and put it in the Liquid Capitol Fund. This motion was seconded by Joan Burgess.

3. Warrent #3 \$6,190.09 approved by William Savino and seconded by Kathryn Hickey.

5. REPORTS:

1. Library Board President's, Trustee and Committee Reports-

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5. REPORTS:

1. Library Board President's, Trustee and Committe Reports--None.

4. Director's Report:

Discussions on--
Meeting at the Suffolk Co-operative Library System on October 1st, from 8-10 P.M. Kathryn Hickey, Joan Burgess and possibly Joan Kronman stated that they would like to go to the meeting.

2. Need for a new Gestetner Copier--There is an old one in the Cellar, a motion was made by William Savino to obtain a new Gestetner Copier. This motion was seconded by Joan Burgess.

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3. Mr. Donnelley said that he went to Brookhaven Laboratory to see the Solar House. Ernest Jones, the Architect, will examine the Library's new site this Wednesday, September 23, 1981.

6. OLD BUSINESS:

Brief review of summer activities at the Center Moriches Free Public Library. The activities were good but too crowded. South-Manor is interested in our Library.

7. NEW BUSINESS:

October 1st. discussed. 8-10 P.M. in Bellport.
9:35 P.M.--Motion to adjourn was made by William Savino and seconded by Kathryn Hickey.

Very Truly Yours,

Kathryn Hickey
Kathryn Hickey

MINUTES OF REGULAR MEETING HELD ON
MONDAY, OCTOBER 19, 1981 AT 7:30 P.M. IN THE C.M.F.P.L.

THOSE PRESENT: Mr. R. Kinney, Pres., Mrs. J. Kronman, V.Pres., Mrs. J. Burgess, Mr. C.G. Donnelly, Dir., Mrs. C. Hulse, Treas.
Excused: Dr. Wm. Savino, Mrs. K. Hickey.

Meeting began at 7:45 P.M.

The agenda was approved by motion by J. Burgess, seconded by J. Kronman.

OLD BUS.:

1. Accountant's Rept.: A letter was received from Mr. Giaquinto requesting a raise in his rates, to \$150. per month. Mr. Donnelly was requested by the Board to inform Mr. Giaquinto that the Board will no longer be using his services.

Mr. Graber, C.P.A. has been chosen by the Board as our new Accountant and will set up his system beginning with the October 1981 accounts.

2. Treas'. Rept. was accepted on a motion by J. Kronman seconded by J. Burgess.

3. The Budget Analysis for Sept. 1981 was approved on motions by J. Burgess, seconded by J. Kronman.

4. On a motion by J. Burgess, seconded by J. Kronman, Warrant IV in the amount of \$7,430.70 was approved for payment.

5. A Library Certificate of deposit will come due in Nov. 1981. Mrs. Hulse, Treas., was given permission to renew it with Chemical Bank, (dependent on interest rates at that time), motion made by Mr. Kinney, seconded by Mrs. J. Burgess.

6. No Trustees from this Library will be attending the Trustees'