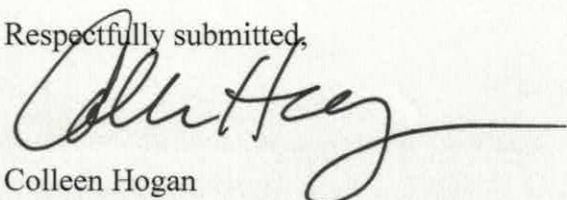


**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, FEBRUARY 26, 2018**

- I. The meeting was called to order by President Virginia Tyson at 7:00pm. Also present were: Jacques LeBlanc, Colleen Hogan, Christine Buff, Marcie Litjens and Bob Chesnut.
- II. Agenda was approved on a motion made by J. LeBlanc, seconded by C. Buff, all in favor.
- III. Minutes of the last meeting were approved on a motion made by J. LeBlanc, seconded by C. Buff, all in favor.
- IV. Financial Report
- | | |
|----------------------------------|--------------|
| A. Operating Account Warrant #8 | \$103,516.78 |
| B. Operating Account Warrant #8A | \$8,919.72 |
| C. Payroll Account Warrant #8B | \$233,714.91 |
- were approved on a motion made by J. LeBlanc, seconded by C. Buff, all in favor.
- V. Reports
- A. President's Report:
Discussion of hiring a Confidential Secretary. Discussion of Library having a delayed opening on March 5, 2018 at 1:00pm so that staff may go to funeral services. All in favor.
- B. Trustee Report: None
- C. Director's Report: Staff asking about donating sick time to those in crisis. Will check other policies other libraries have and consult with lawyer. Kevin Verbeseey from SCLS is happy to come anytime to do a presentation to the Board about roles and responsibilities. 2 Librarians are going to Advocacy Day in Albany 2/28/18 to lobby for proper funding. Fire sprinkler had not been inspected since 2016 and deficiencies were found totaling \$5300. Contacted Derek from Park East to reach out to Hirsch who originally installed to verify and get a second opinion. Hirsch did work according to specifications. Also spoke with Derek regarding windows and he suggested getting the BBS involved. Seed Library up and running. Art exhibit going well. Libraries are eligible to become US Passport facilities and will yield up to \$45 per passport processed. Petitions are available March 1st to run for Board Trustee and are due March 19th. Presented 2018-19 Budget of \$3,665,900 with a proposed request of \$1,041,900.
- VI. Old Business:
- A: Maternity Leave. Motion to Accept Child Care Leave Policy by J. LeBlanc, seconded by C. Hogan, all in favor.
- B. BBS. Will call BBS to see if a meeting can be set up on March 12th to discuss Facility Assessment/ Café/Windows.
- VII. New Business:
- A: Motion by J. LeBlanc, seconded by C. Hogan to transfer \$150,000 from People's Checking to Payroll Account, all in favor.
- B. Motion by C. Buff, seconded by C. Hogan to hire J. Penney, R. Delio, and G. Hawkings as Election Inspectors at \$15/hour, all in favor.
- C: Motion by J. LeBlanc, seconded by C. Hogan to hire S. Bartles as Chief Election Inspector at \$16/hour. All in favor.
- D: Motion by J. LeBlanc, seconded by C. Hogan to accept Annual State Report. All in favor.
- E: Motion by C. Buff, seconded by C. Hogan to accept FOIL Request Policy. All in favor
- F: Motion by C. Buff, seconded by J. LeBlanc to accept Reconsideration of Library Resources and Material Selection/Deselection Policy. All in favor.
- G: Motion by J, LeBlanc, seconded by C. Buff to apply to be a US Passport Agency. All in favor.
- VIII. Date and time of next regular business meeting: Monday, March 19th, 2018
- IX. There being no further business, tonight's meeting was adjourned at 8:40pm on a motion made by J. LeBlanc, seconded by C. Hogan, all in favor.

Respectfully submitted,



Colleen Hogan
Acting Secretary