

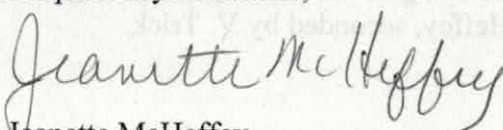
**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, OCTOBER 16, 2017**

- 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. McHeffey.
- 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 #4	\$92,796.40
B. Operating Account Warrant #4A	\$6,747.41
C. Payroll Account Warrant #4B	\$133,361.90

were approved on a motion made by J. McHeffey, seconded by J. LeBlanc.
- V. Reports
 - A. President's Report: No news to report.
 - B. Trustee Report: Discussion on open Board Seat.
 - C. Director's Report: Columbus Day while building was closed; Electrical Work at Circulation Desk and cat6 line, Community Room Dividing Room Serviced, Telephone system repaired, Activity Room floor stripped and waxed and Fleet Mechanical were here. Fleet Mechanical is still in process of re-doing work from 2012. Park East has a representative at the Library handling any issues that arise while work is being done. Fleet Mechanical should be finished in 1-2 weeks. Audit completed and when report is done, Al Coster will come to Board Meeting to discuss. Staff meetings will be held every six weeks instead of four. New Insurance Broker emailed Library new accident form. People's United Bank Accounts are up and running, finishing up last payroll with Capitol One Bank.
- VI. Old Business
 - A. Discussion on NYS Paid Leave Act.
- VII. New Business
 - A. 2018 Budget Vote will be held on Tuesday, April 17, 2018 from 1:00-8:30pm. Informational budget meeting will be held on Monday, April 9, 2018 at 7:00pm.
 - B. Motion by V. Trick, seconded by J. McHeffey to accept Photography/Video Policy.
 - C. Motion by J. McHeffey, seconded by J. LeBlanc to accept Bulletin Board Policy.
 - D. Motion by V. Trick, seconded by J. McHeffey to accept resignations of Security Guard, Brian Connor and Library Clerks, Rina Leto and Iustin Trifan.
 - E. Motion by J. McHeffey, seconded by V. Trick to hire Security Guard, Nikel Reese at \$20/hr.
 - F. Motion by V. Trick, seconded by J. LeBlanc to transfer \$25,000 from Money Market to Payroll Account.
 - G. Motion by V. Trick, seconded by J. LeBlanc to allow credit cards bills and utilities to be paid online.
 - H. Motion by V. Trick, seconded by J. LeBlanc to set a minimum starting hourly wage for Librarian II at \$28 and Librarian III at \$32.
 - I. Motion by J. McHeffey, seconded by J. LeBlanc to promote Joy Taylor and Jessica Ceramello to Librarian II and once approved by Civil Service increase pay \$1 per hour.
- VIII. Date and time of next regular business meeting: Monday, November 20th, 2017 at 7pm.
- IX. There being no further business, tonight's meeting was adjourned at 7:40pm on a motion made by J. McHeffey, seconded by V. Trick.

Respectfully submitted,



Jeanette McHeffey
Secretary