

AGENDA

BAYVILLE FREE LIBRARY BOARD OF TRUSTEES WEDNESDAY, FEBRUARY 8, 2012

AGENDA

1. Approval of Minutes Of January 11, 2012 meeting
2. Treasurer's Report
3. Trustee to fulfill unexpired term
4. Budget 2012 – 2013
5. Security matters
6. CPA management letter
7. Annual Report For Public And Association Libraries
8. Going live with ALIS
9. 2010 – 2013 Construction grant
10. Center wing heating
11. Brownie Troop 123 and Winter Reading Club
12. Library blog
13. Other business

**Draft – Unapproved Minutes of Annual and Regular Meetings of
the Bayville Free Library Board of Trustees.**

The annual meeting of the Bayville Free Library Board of Trustees was called to order on Wednesday, January 11, 2012, at 7:03 PM.

Present: Joseph Del Giacco, Ellen Garrison, Katherine Schlicht, Thomas Tini and Deborah Tyler. Helene Gugerty absent with prior notice. Anthony Cascione absent. Richard Rapecis, Director was also present.

ELECTION OF TRUSTEES

Election of three trustees for a three-year term was held. Term of office expires January 2015.

Mr. Anthony Cascione was nominated by Ms. Garrison to serve as Trustee of the Bayville Free Library. Nomination was seconded and Ms. Tyler and Mr. Cascione was unanimously elected.

Mr. Joseph Del Giacco was nominated by Ms. Garrison to serve as Trustee of the Bayville Free Library. Nomination was seconded and Ms. Tyler and Mr. Del Giacco was unanimously elected.

Mr. Thomas Tini was nominated by Ms. Garrison to serve as Trustee of the Bayville Free Library. Nomination was seconded and Ms. Tyler and Mr. Tini was unanimously elected.

During the annual meeting, a library customer asked to speak to the Trustees. The Board suspended proceedings to hear what the individual had to say. The customer stated that following renovation, she finds that the library is not functional. She does not care to have materials brought to her from storage. The customer was advised that staff will gladly obtain materials from storage. The Board thanked her for her comments whereupon the library customer left the meeting. Thereafter the Trustees returned to election of officers.

ELECTION OF OFFICERS

The following slate of officers was unanimously elected. Mr. Tini, Ms. Tyler and Mr. Del Giacco agreed to serve as President, Treasurer and Assistant Treasurer, respectively.

Minutes of the prior annual meeting were reviewed and approved.

The Trustees reviewed the By-laws. The By-laws were approved without change.

As there was no further business, the annual meeting was adjourned at 7:28 PM.

Note that the regular meeting of the Board of Trustees of the Bayville Free Library was called to order on Wednesday, January 11, 2012 at 7:28 PM.

During discussion concerning Ms. Tyler's role as Treasurer, a signature stamp will be obtained for Ms. Tyler. Also a letter size security bag will be obtained for holding invoices and checks in payment of same.

Minutes of the December 12, 2011 meeting were reviewed and approved on motion of Ms. Garrison, seconded by Mr. Del Giacco.

The Treasurer's Report was reviewed.

Ms. Christine Edwins' employment as a Children's Librarian will begin in February.

Mr. Rapecis advised that he had been in contact with Irwin Contracting regarding installation of heat in the center wing of the library and that he would continue working with the contractor in order to bring the project to the Library trustees and Village officials for approval.

The CPA's report was considered. Attention was directed to portions of the report noting the potential rental value of the property occupied by the library.

Discussion turned to the 2012 – 2013 library budget; related message to the community; and letter to Mayor Watson in support of the budget. Mr. Tini was asked to prepare the letters.

Mr. Rapecis told the Board that the library is scheduled to go live with ALIS on February 1st. Integration with the county wide system complicates checkout of materials when a customer does not present a library card or photo ID. The Board approves requiring production of a library card or photo ID at the time of checkout.

Mr. Rapecis advised that the 2011 New York State Annual Report is due to be submitted to Nassau Library System by February 25th and that the Board should meet prior to that time in order to approve the report.

Board agreed to meet on Wednesday, February 8, 2012 at 7:00 PM

As there was no further business, the meeting was adjourned at 8:08 PM on the motion of Mr. Del Giacco, seconded by Ms. Garrison

Respectfully submitted,

Richard Rapecis