

Galway Public Library Board Meeting

20 December 2017

Present: Mary Lynn Kopper, Kayla Dodds, Judy Knowlton, Jane Behrens, Donna Erickson, Fred Baily Director: Deb Flint,

Arlene Rhodes arrived at 3:40pm

Meeting called to order at 3:03 pm by Fred Baily

Public Comment

Presentation by BMRA - deferred until January

Minutes of Prior Meetings- deferred

Treasurer's Report

Budget vs Actual and Financial Reports

Approval of Bill Payments, Receipts Log, Petty Cash Log

Motion by Kayla Dodds seconded by Judy Knowlton, to approve payment of bills on the check registers, and receipts log listed below.

VOTE: Yes 6 No 0 Motion carried.

- BSNB General Fund 1961, 11/28/2017 - 12/01/2017
- BSNB General Fund 1961, 12/09/2017 - 12/15/2017
- BSNB General Fund 1961, 12/18/2017 - 12/18/2017
- Receipts Log, 12/18/2017

Director's Report

Correspondence

Certificates for trustees elected in June from Craig Hayner, Saratoga County Clerk

Standing Committees

Buildings and Grounds

Finance

Personnel

Long-Range Plan

Public Relations - January 15, AC Moore fundraiser

Ad Hoc Committees

New Building

Fund Development, next meeting Jan 2

Unfinished Business

Capacity Building Mini-Grant Program Attendance

Bob Schofield & Bonding/Budget Process

New Business

- Approval of Architectural Final Building Layout/Construction Systems - deferred to January
- Approval of Dockstader Contract - deferred to January
- Minimum Wage Increase Approval 12/31/17
Motion by Fred Baily, seconded by Judy Knowlton, to approve rate of \$10.40/hour for the position of sub-clerks, beginning December 31, as mandated by law.
VOTE: Yes 7 No 0 Motion carried.
- Approval of Vacation Dates for Director - 12/1, 12/2, 12/16, 12/27
Motion by Mary Lynn Kopper, seconded by Kayla Dodds, to approve above dates.
VOTE: Yes 7 No 0 Motion carried.
- Approval of Finance Policy 1.13 & 1.21

Motion by Judy Knowlton, seconded by Donna Erickson, to approve changes in Policy 1.13 (Payment of Recurring Bills) as recommended by the Finance Committee.

Vote: Yes 7 No 0 Motion carried.

Motion by Mary Lynn Kopper, seconded by Jane Behrens, to adopt Policy 1.21 (Custodial Trust Account & Donations of Securities) as recommended by the Finance Committee.

VOTE: Yes 7 No 0 Motion carried.

- Approval of Hiring of Sub-Clerk(s)

Motion by Fred Baily, seconded by Jane Behrens, to approve the appointment of Brody Sims to the position of Sub-Clerk, effective 1/2/2018 at a rate of pay of \$10.40/hour.

VOTE: Yes 7 No 0 Motion carried.

Motion by Jane Behrens, seconded by Mary Lynn Kopper, to approve the appointment of Marina Schlomovich to the position of Sub-Clerk, effective 1/2/2018, at a rate of pay of \$10.40/hour.

VOTE: Yes 7 No 0 Motion carried

- Approval of Hiring of Technology Clerk

Motion by Jane Behrens, seconded by Donna Erickson, to approve creation of a staff position for a technology clerk to be paid \$15/hour for 10 hours a week.

VOTE: Yes 7 No 0 Motion carried

Public Comment

None

Motion by Judy Knowlton, seconded by Mary Lynn Kopper, to adjourn.

Vote: Yes 7, No 0, Motion carried. Meeting adjourned at 4:42 pm.

Respectfully submitted,

Kayla Dodds