

## **GALWAY PUBLIC LIBRARY**

### **Workshop Meeting of the Board of Trustees**

Thursday, June 1<sup>st</sup>, 7 p.m.

(Note: Time Change was based on community engagements of members.)

Present: Arlene Rhodes, Donna Erickson, Phyllis Keeler, Judith Knowlton, Mary Lynn Kopper, Director Deb Flint. Absent: Fred Baily

### **NO PUBLIC COMMENT**

#### **Ad – Hoc Committees:**

- . New Building: No report.

#### **Financials:**

- . Approval of Bill Payments: Motion by Judy and 2<sup>nd</sup> by Donna to approve payment of bills as listed on the check register for 5-30-17 to 6 – 03 – 17 and for 5-22-17 to 5 – 24 17. In favor, 5, opposed 0.

**CARRIED.**

#### **Unfinished Business:**

- . Director recommended that starting next pay date Disability Insurance will be paid from Library Accounts rather than by individuals. This item is a budgeted expense. Motion to accept the Director's recommendation on the payment of disability insurance by Donna, 2<sup>nd</sup> by Judy. In favor, 5, opposed 0, **CARRIED.**

#### **New Business:**

- . Motion by Phyllis Keeler and 2<sup>nd</sup> by Donna Erickson to accept the resignation of Sara Pandori as Library Assistant, effective 4/28/17. 5 approved, 0 opposed. **CARRIED**

Motion by Judy and 2<sup>nd</sup> by Phyllis Keeler to accept the resignation of Alyson Haag as sub-clerk, effective 4/ 12/17. Approved: 5, Opposed: 0. **CARRIED.**

- . Board authorized President Arlene Rhodes to sign Audit Representation Letter to be sent to Auditors DeChants, Fugelin, & Johnson, LLP as response to receiving the Audit. Judy moved that the signature be approved, 2<sup>nd</sup> by Mary Lynn. In favor, 5, Opposed 0. **CARRIED.**

. Motion was made by Phyllis, 2<sup>nd</sup> by Donna to approve Director's request for Vacation Days from June 15 -16 (10 hours), and Personal Time of 4 hours on June 17<sup>th</sup>. In favor – 5, opposed-0, **CARRIED.**

. Director Flint reported that Ballston Spa National Bank is now offering a business credit card. Judy made the motion, 2<sup>nd</sup> by Donna to authorize the Director to proceed with the paperwork for the Visa Card through BSNB. In favor, 5. Opposed, 0. **CARRIED.**

**Adjournment:** Phyllis moved that the meeting be adjourned, Donna 2<sup>nd</sup>. In favor 5 – opposed, 0. **CARRIED.**

The meeting was adjourned at 7:57 pm.

Mary Lynn Kopper, Secretary