

Massena Public Library

Minutes of January 14, 2020 Board Meeting

Present: President Jack Bain, Vice-President Joseph Savoca, Treasurer Linda McDonald and Patty Ryan

Director: Elaine Dunne-Thayer

The January 14, 2020 meeting was called to order by President Bain at 4:02 PM

- I. **Minutes of the December 10<sup>th</sup> Meeting:** After reading the minutes a motion was made by President Bain and Seconded by Treasurer McDonald to accept the minutes as written.  
Carried 4-0
- II. **Unfinished Business:**
  - A. **School District Plans:** Director Dunne-Thayer, Vice-President Savoca and Trustee Ryan had a teleconference with the MPL attorney Ellen Bach. Ms. Bach communicated the necessity of establishing ownership of the MPL before moving forward in the process of becoming a school district Library. She also stressed the importance of a budget which includes all the expenses the Library will incur. Ms. Bach spoke of the costs of payroll, insurances and building issues. She stressed the need to know what services the Town would share and what the cost to the Library of these services would be. As yet, our efforts to confirm such details have not been successful. In order to proceed to a vote in May or June these points need to be resolved before the February meeting of the Massena Central School Board of Education.  
Director Dunne-Thayer has scheduled an informational meeting with John Parcell for Jan. 17 at 2PM to discuss how his accounting firm would address MPL's accounting needs should we become a school district Library. Board members who are able are invited to attend.  
Director Dunne-Thayer reported on the Brasher Town Board Meeting at which she shared the path that MPL is taking in pursuing to become a School District Library and explained that the independent funding of the Badenhausen Branch will end in December 2020. There were questions about both the tax impact on some Town of Brasher residents who live in the Massena School District and how much funding would be needed for Brasher to take over and maintain their own library.  
Director Dunne-Thayer stated that the Louisville Town Board will hold a special meeting at which she will deliver the same informational as at Norfolk and Brasher. The Louisville meeting is on January 22 at 6 PM.
  - B. **Programs and Outreach:** Director Dunne-Thayer shared events from the MPL Newsletter showing the scope of activities which are available at the Library.
  - C. **Transfer of Funds:** A motion was made by President Bain and seconded by Treasurer McDonald that \$2,114.50 be transferred from the Badenhausen Brasher Branch to MPL for salaries, operation and supplies. Carried 4-0
  - D. **Circulation Reports:** Director Dunne-Thayer noted that circulation is traditionally low in December. She noted also the overall rise in visits to the Library.

**III. New Business:**

- A. Presentation of Bills for Payment:** Bills in the amount of \$1,327.97 for the Brasher Branch and \$10,594.96 for MPL were presented for payment. A motion was made by President Bain and seconded by Trustee Ryan to pay the bills as presented. Carried 4-0
- B. MPL Personnel Manual:** A motion was made by Treasurer McDonald and seconded by Trustee Ryan to make Changes in **B. Compensatory Time** to include “*with the exception of the Director*” and in **Item 10** to read “*Vacation time taken by full-time and part time employees may be taken in hourly segments.*” Carried 4-0
- C. Trustee Elections:** After discussion of willingness of Board members to serve in various capacities a motion was made by Trustee Ryan and seconded by Vice-President Savoca to elect Jack Bain as President, Joseph Savoca as Vice-President, Linda McDonald as Treasurer and Patty Ryan as Secretary. Carried 4-0
- D. Date of Next Board Meeting:** The next regular meeting of the MPL Board will be February 11, 2020.
- E. Other New Business:** Director Dunne-Thayer announced that she has a scholarship to attend the Public Library Association’s Annual Conference in Nashville. This event takes place February 22-29, 2020.

**IV. Adjournment:** At 5:15 PM Vice President Savoca made a motion which was seconded by Trustee Ryan to adjourn the January 14<sup>th</sup> meeting of the MPL Board. Carried 3-0