

## HAZARD LIBRARY BOARD OF TRUSTEES

December 3, 2015 Minutes

Meeting was called to order at 7:15 p.m.

In attendance were Denise Littlejohn (President), Amy Emerson (Treasurer), Lisa Semenza (Director), Ron Buxenbaum, Kathy Button, Kathy Kirk, Betsy Donald, Nancy Hart and Kathy Bailey (Secretary). December's meeting was held at Kathy Button's lovely home, along with the stuffing-of-the-envelopes for our Annual Appeal.

ANNOUNCEMENTS: August Gloskey, husband of longtime library volunteer Bonnie Gloskey, passed away recently. Our condolences to the Gloskey family and their many friends in the community.

LIBRARIAN'S REPORT: Lisa reported on another busy month of rising circulation numbers, continuing technology challenges, and meetings with the SCCS Literacy Committee and with Sandy and Elaine from the Aurora Free Library. Money for books from last summer's Rosen Grant was not all spent, so plans are in the works to provide free books to children for the school district's February reading program. Lisa also reported that she will be a member of the NYLA Youth Services Planning Committee for their 2017 Conference.

TREASURER'S REPORT: Amy consulted both FLLS and our accountants about the need for a financial audit and learned that, as our budget is less than \$200,000 and we are not a municipal library, a full-blown audit is not required. Elaine Knapp from FLLS has offered to do a lower-level audit for us at no cost, just to ensure that we have good practices in place.

MOTION: to invite Elaine Knapp to go over our financial records with our Treasurer and President, and advise us as to any changes she would recommend in our accounting practices (Nancy/Betsy), all in favor.

Amy presented her proposed budget for 2016, and the board discussed whether to seek an increase in local funding this year. Lisa and Nancy left the room during salary discussions.

MOTION: to increase travel expenses for library staff from \$300 to \$700 (Betsy/Ron), all in favor.

MOTION: to increase Linda's salary to \$15 per hour (K. Button/Ron), all in favor.

MOTION: to increase Library Director's annual salary by \$4,000 (Ron/K. Button), all in favor.

MOTION: to pass the proposed budget for 2016, with changes to salaries and employer taxes as previously voted (K. Button/Betsy), all in favor.

OLD BUSINESS: A proposal allowing board members to vote by email in case of emergency will be taken up in January.

NEW BUSINESS: Ken noticed that the No Parking sign for the Post Office has faded and needs to be replaced.

MOTION: to allow Ken to purchase and install a new sign for the Post Office delivery area (Betsy/Ron), all in favor.

Meeting adjourned at 9:30 p.m.

Next meeting will be January 11, 2016 at 7:00 p.m.