

**HOWLAND PUBLIC LIBRARY
MINUTES OF THE RE-ORGANIZATION MEETING OF THE BOARD OF TRUSTEES
July 5, 2016**

Pledge of Allegiance

Call to Order: T. Rigney called the meeting to order at 7:00 PM.

Roll Call of Members:

Jan Dolan, Lillian Glauda, Randy Lashua, Prudence Posner, Thomas Rigney, Derek Sanderson, Karen Twohig and Director Amy Raff, *ex officio*. Donna Haynes was excused and Moning Lin was absent.

REORGANIZATION MEETING

SEAT ELECTED TRUSTEES: Lillian Glauda, Randy Lashua, and Jan Dolan were administered the oath of office by Tom Rigney.

ELECTION OF OFFICERS:

Thomas Rigney was nominated for President.

MOTION for one ballot to be cast for **Thomas Rigney**, as President for 2016-2017.

MOTION: P. Posner SECONDED: R. Lashua Motion carried.

Karen Twohig was nominated for Vice-President.

MOTION for one ballot to be cast for **Karen Twohig** as Vice President for 2016-2017.

MOTION: R. Lashua SECONDED: P. Posner Motion carried.

Derek Sanderson was nominated for Corresponding Secretary.

MOTION for one ballot to be cast for **Derek Sanderson** as Corresponding Secretary for 2016-2017.

MOTION: K. Twohig SECONDED: R. Lashua Motion carried.

Prudence Posner was nominated for Financial Officer.

MOTION for one ballot to be cast for **Prudence Posner** as Financial Officer for 2015-2016.

MOTION: R. Lashua SECONDED: K. Twohig Motion carried.

NEWSPAPER OF RECORD

MOTION for the Poughkeepsie Journal to be the newspaper of record.

MOTION: D. Sanderson SECONDED: K. Twohig Motion carried.

BANK SIGNATURE CARDS

MOTION for M & T Bank as the bank of record for all accounts.

MOTION: P. Posner SECONDED: R. Lashua Motion carried.

MOTION for Thomas Rigney, Prudence Posner, Amy Raff, and Peter McGivney to be the authorized check signers on the Payroll, Checking, and Savings accounts.

MOTION: D. Sanderson SECONDED: R. Lashua Motion carried.

SET COMMITTEES

T. Rigney appointed the following committee chairs:

Action Development – Chair: Donna Haynes
Helen Savoit Event – Chair: Karen Twohig
Building and Finance – Chair: Prue Posner

Personnel/Nominating/Election – Chair: Derek Sanderson
Bylaws and Policies – Chair: Randy Lashua
Friends Liason – Jan Dolan

CONTINUATION INTO THE REGULAR MEETING.

Votes: All votes were unanimous, unless otherwise noted.

Public Participation: None

Guest Speakers: None

Reading of the Minutes of the Previous Meeting:

P. Posner made a **motion** to accept the June 7, 2016 meeting minutes, as circulated. Seconded by J. Dolan and the motion carried.

Treasurer's Report: See attached report.

The **motion** to accept the warrants and claims for vouchers #277-338 for the month was made by K. Twohig and seconded by J. Dolan. Motion carried. J. Dolan made a **motion** to accept the Financial Report for May 2016 as presented. Seconded by D. Sanderson and the motion carried.

President's Report: See attached report.

Director's Report: See attached report.

Unfinished/Committee Reports:

Action Development:

A. Raff gave an overview of the 2020 Plan Highlights. The committee has met several times.

Helen Savoit:

K. Twohig said they should schedule a meeting for September and would like another person to join the committee.

Building/Finance:

P. Posner stated A. Raff will contact the director of Hudson Library as they have just done a building project and can be a good resource. A. Raff said Phase 1 of the roof work is done and Phase 2 will start in the end of July or beginning of August.

Personnel/Nominating:

D. Sanderson stated the committee met to discuss the nominations for officer appointments and the Director's review. They will meet July 26th to hear what the Director sees as her goals for the next 6 months.

Bylaws:

R. Lashua said the committee has finished going through the current bylaws. No meeting is set yet.

Friends:

T. Rigney stated the committee met June 14th and are preparing for their Friendraiser on September 10th. Their next meeting will be July 12 at 7:00 PM. A. Raff said they are giving the library \$10,000 towards end panels for the bookshelves.

Ad Hoc Committee with Historical Society:

J. Dolan said she and P. Posner met with three members of the Historical Society and everyone has a better understanding of the library's space issues.

Ad Hoc Space Utilization Committee:

There was no report in D. Haynes absence.

New Business:

K. Twohig asked the procedure for repeated absences. T. Rigney will author a letter for the Board's review to be used in such instances.

Good and Welfare:

P. Posner invited the Board and staff to a picnic on July 10th.

R. Lashua stated there is an article in the NY Times about how NY libraries are increasing in importance and activities.

T. Rigney said the Board should come out on a Thursday evening from 5-7 PM to watch the Battle of the Books team.

Agenda for August 2 Board Meeting to start at 7:00 PM:

Adjournment:

P. Posner made a motion to adjourn at 8:10 PM. Seconded by J. Dolan and the motion carried.

Respectfully submitted,

Julie Beyer, Recording Secretary

Attachments

MOTION for Thomas Rigney as President for 2016-2017.

MOTION for Karen Twohig as Vice President for 2016-2017.

MOTION for Derek Sanderson as Corresponding Secretary for 2016-2017.

MOTION for Prudence Posner as Financial Officer for 2015-2016.

MOTION for the Poughkeepsie Journal to be the newspaper of record.

MOTION for M & T Bank as the bank of record for all accounts.

MOTION for Thomas Rigney, Prudence Posner, Amy Raff, and Peter McGivney to be the authorized check signers on the Payroll, Checking, and Savings accounts.

Motion to accept the minutes

Motion to accept the Claims Audit Process

Motion to accept the Financial Report