

## **Brewster Public Library Board of Trustees meeting 8/29/18**

In attendance, Margaret Bruen, Peter Carey, Michael Conn, Karen DeSantis, Lynn Marrison and Gina Loprinzo

The meeting was called to order by Board President Peter Carey at 5:15 pm. Peter started the meeting by thanking Lynn Marrison for all of her work and dedication to the Library Board over many years. Lynn is stepping down as she lives in Maine for most of the week. We will all miss her.

No public comment

Minutes from the July meeting were approved (Michael Conn moved, Peggy Bruen seconded) unanimously.

Financial report was tabled as Rob Gosselink was not in attendance.

### **Director's report**

- The new part time maintenance worker is doing well. Scheduling is a challenge so we will keep the contract with the current cleaning company for a little while.
- Thursday, Sept 6th at 1:00, Senator Terrance Murphy will be at the library to present a check for new technology.

Lynn Marrison moved to accept the Director's report, Peggy Bruen second, approved unanimously.

Building committee update. Presentation to Village Planning Board last night went well. There were requests for letter from Town about parking lots and for additional information from the architects. Gina will request that the Library update is on the next Planning Board agenda.

Old Business: Insurance RFP discussion was tabled until the September meeting as RG was absent.

New Business: Review and approve 2017 audit. Motion to accept the draft of the 2017 audit from Bender and associates. Request one bound copy and three unbound copies for the library records. Michael Conn motion, Peggy Bruen second, approved unanimously.

Changes in 2018 budget (Page 10 & 11 of packet) changing of cost lines based on changes in personnel, additional marketing, custodial services, and variable funding. These updates made sense to the board as the library personnel has been changing and a new Brochure for library patrons can also be shared with the chamber of commerce and realtors in the area.

Fall Festival is September 9. The Friends of the Library would like to do the book sale but the Gosselinks cannot be there the day of the festival. Gina has some volunteers to work the sale. Both Michael and Peggy will also volunteer the day of the sale and Peter will help with set up as he is available. The hours for the sale will be 11 to 3.

Open items:

Two invoices were presented for payment to BRMA \$24956.81 and Jacobowitz & Gubits, LLP for \$2465.96. Peggy Bruen motioned and Lynn Marrison seconded, passed and approved unanimously.

The election of a new secretary will be on the agenda for the September meeting. It can be shared that the library is looking for another trustee and the Friends of the Library are also looking for members.

PCLA meeting is scheduled for October 23, 6:30.

Peggy Bruen motioned to adjourn, Michael Conn seconded. The meeting adjourned at 7:00 pm.

Submitted by Karen DeSantis, Board Member