

**SACHEM PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
OCTOBER 15, 2012
7:00 P.M.**

The regular meeting of SACHEM Public Library Board of Trustees was attended by Carol Paulsen, Dennis Flavin, Robert Winowitch, Marguerite Barone, Diane Longo, Judith Willner, Carol Brand and Dona Giordano.

The meeting was called to order at 7:02 p.m.

The meeting began with the salute to the flag.

Public Participation: None

Minutes

The minutes of the Board meeting of September 19, 2012 were approved. (Longo, Flavin; unanimous)

The minutes of Executive Session of the September 19, 2012 Board meeting were approved. (Flavin, Winowitch; unanimous)

Payroll and Related Expenses

The Payroll and Related Expenses for September 2012 in the amount of \$502,668.77 was approved. (Barone, Longo; unanimous)

Warrant #10 dated September 13, 2012 in the amount of \$17,265.75 was approved. (Longo, Barone; unanimous)

Warrant #13 dated September 27, 2012 in the amount of \$98,563.92 was approved. (Winowitch, Flavin; unanimous)

Treasurer's Report

The Treasurer's Report for September 2012 in the amount of \$6,071,026.39 was approved. (Winowitch, Barone; unanimous)

The Revised Budget Status Report for June 30, 2012 was reviewed by the Board.

Schedule of Bills

Trustee, Carol Paulsen, reviewed the October 15, 2012 Schedule of Bills before being presented to the Board for their approval.

The October 15, 2012 Schedule of Bills, Warrant #11, in the amount of \$153,285.05 was approved. (Longo, Flavin; unanimous)

Administrator's Reports

The Board reviewed each of the administrator's reports with interest.

Mrs. Willner added the following to her report:

Mrs. Willner indicated this year's Fall Festival was a tremendous success with attendance at an all-time high of 7,080. We had a total of Fifty-two new library cards issued and 100 cards were renewed. Mrs. Willner also indicated that the Friends book sale netted \$620.00.

Mrs. Willner thanked staff in all departments for making this the most spectacular Fall Festival ever.

Mrs. Brand reviewed the statistics on the Museum Adventure program. The Museum Adventure Program began four years ago and since Mrs. Brand's report on 2009 statistics, Museum Adventure usage has increased by 46%.

Department Reports

The Board reviewed the department statistics with interest.

Old Business

Mrs. Willner gave a status report on the building renovations. Mrs. Willner indicated that samples and schematics were received for the revitalization of the Children's Room. Mrs. Willner presented to the Board the first draft of the revised floor plan for this revitalization for their consideration.

Mrs. Willner gave an update on contract negotiations with the Custodial Unit.

New Business

The SCLS Draft 2013 Budget was presented to the Board for review. The Board will vote on the final version of this budget at the November Board meeting.

The proposed 2013 budget reflects a 1.4 % increase in contribution from the Sachem Public Library for Member Library Support Services.

The Board approved the Disposal of Equipment. (Longo, Barone; unanimous)

The Board approved the Sachem Public Library Closings for 2013. (Winowitch, Longo; unanimous)

The Board approved the dates for the regular monthly Board of Trustees meetings for 2013 and determination of rotation for monthly signing of bills. (Longo, Barone; unanimous)

The Personnel Report was approved. (Longo, Winowitch; unanimous)

The Annual Trustee Workshop will be held on Thursday, November 15, 2012 at SCLS from 6:30 to 9 p.m. The topic of the workshop is "Future Proofing Your Library." Library consultant and futurist Joan Frye Williams will discuss what tools are needed to

“future proof” and fulfill the mission of libraries. Trustees, Carol Paulsen, Marguerite Barone, Dennis Flavin, and Robert Winowitch will be attending.

The Holiday Open House for Staff will be held on Wednesday, December 5, 2012 during breaks and lunch hours.

The next regular Board Meeting will be held on Monday, November 19, 2012 at 7:00 p.m.

Adjournment

The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Robert Winowitch