

Attendance: Board Members: Tara Fix, Julie Hengenius, Angie Knisley, Tony Kutter, Kristie Miller, Margaret Stevens

Others: Diana Reding-Library Director, Tom Bindeman, Executive Director of NIOGA

I. Call to Order 6 PM

ITEM

ACTION

II. Minutes:

Approved

Motion to accept minutes for June 2017- Julie made a motion to accept the minutes; seconded by Tony.

Motion passed with all in favor.

III. Treasurer Report: (provided under separate cover)

Tabled

Board needs to approve the current, correct financial reports.

IV. Rechartering Activities:

- 1) Tom Bindeman guided the board through some administrative tasks toward rechartering. This included administering the oath of office to the Trustees, and signing 'consent to serve' and 'petition to charter' forms. Trustees are now official but the library still needs to receive the charter (following Board of Regents approval).
- 2) Board Member's terms (time remaining on the board) were determined. Adjustments are needed for the standard 3-year term due to rechartering/election.
 - 1 year term- Margaret/Katleen
 - 2 year term- Angie, Tara
 - 3 year term- Julie, Tony, Kristie

3) Library Hours adjusted/increased

Motion Approved

Because of rechartering, the library will be opened for 35 hours a week. There was a discussion for scheduling of nine additional hours.

MOTION: Julie made a motion to accept the following 35-hour weekly schedule. It was seconded by Angie and approved with all in favor.

Monday 9-4

Tuesday 1-8

Wednesday 9-4

Thursday 1-8

Friday 1-8

7 hours per day/5 days a week

4) Review of Financial Requirement because of the recharter. **Motion Approved**

The Board reviewed the role of the Treasurer as per NYS law.

It discussed the need to appoint a Finance Officer, the difference between the management of automatic bills vs those that need the signature of two board members to approve payment. In addition, the library can accept donations and apply for grants but cannot do fundraisers.

MOTION: Julie made the motion to appoint Tara Fix the Board's Finance Officer. The motion was seconded by Kristie and passed with all in favor.

V. Director's Report: (provided under separate cover)

No action needed

Diana reviewed the information on her report. There was a discussion of the library's website service/needs along with changes needed as we become a public library.

Adjournment The meeting closed at 8:10 pm with all in favor.

Respectfully Submitted,

Angela Knisley, Secretary