

Attendance: Julie Hengenius, Angie Knisley, Tony Kutter and Margaret Stevens

Others: Diana Reding, Library Director

1. *Call to Order:* Julie called the meeting to order at 6:38 PM followed by the Pledge of Allegiance.
2. *Adoption of Agenda:* Angie made a motion to approve the agenda; Tony seconded and it passed with all in favor.
3. *Approval of November 2018 Meeting Minutes - with an amendment:* Julie made a motion to approve the minutes as amended; Tony seconded the motion and it carried with all in favor.
4. *Period of Public Expression:* No one from the public attended.
5. *Correspondence:* Diana received a notice from the NYS Education Dept. notifying the Board that the library's provisional charter is still in effect.
6. *Treasurer/Financial Officer's Report* (submitted under separate cover). The Financial Reports from January 2018 to November 2018 was reviewed.

Motion: Tony made a motion to approve the Treasurer's report. It was seconded by Julie and passed with all in favor.

7. *Director's Report:* (submitted separately): Diana's report included information regarding Circulation/Programs; Financial and Fundraising; Building Grounds; 2019 Dates to Note, and information regarding Common Loan Periods for the NIOGA Library system. Diana expressed there is a need to review community appeal for events programming.

8. *Committee Reports:* none

9. *Old Business:*

- a) Rechartering Update – no news

10. *New Business:*

- a) Budget subcommittee
 - i. 2019 budget was reviewed (submitted under separate cover)

Motion: Margaret made a motion to approve the 2019 budget as submitted. Tony seconded and it passed with all in favor.

b) *Oath of Office:* The following will take the Oath of Office at the January 2019 Board Meeting: the Director, Treasurer and Board Members Katleen and Margaret.

c) Sexual Harassment Policy: New York State Library System is working toward establishing training procedures regarding sexual harassment.

Motion: Margaret moved that the Board approve the Sexual Harassment policies and training for the Corfu library based on the recommendations of NYS Sexual Harassment Policies. Julie seconded and it passed with all in favor.

11. *Dates for future Board Meetings:* January 28, 2019; February 25, 2019; March 18, 2019.

12. *Other Business:* DVD lending policy

Motion: The Corfu Public Library will adopt the recommendations of the NIOGA committee on lending policies which reflects a change that DVDs be on loan for two weeks (rather than one week). The motion was made by Margaret; seconded by Angie and passed with all in favor.

13. *Adjournment:* The meeting adjourned at 7:36 PM with a motion by Margaret, seconded by Julie and approval by all.

14. *Executive Session:* The Board voted to go into Executive Session at 7:37 PM with a motion by Margaret; seconded by Angie and approved by all.

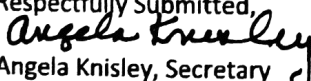
The Board looked over Director Diana Reding's 2018 Performance Review and discussed salary/benefits information and considerations.

Motion: The following Motion was proposed by Margaret and seconded by Angie and approved by all:

The Board approves Diana Reding's 2018 Performance review and salary as proposed for 2019.

Executive Session closed at 7:44 PM with a motion by Julie; seconded by Margaret and approved by all.

Diana was given her performance review following the meeting.

Respectfully Submitted,

Angela Knisley, Secretary