

BOARD OF TRUSTEES

MINUTES OF 2016-17 BUDGET WORKSHOP MEETING HELD ON MARCH 9, 2016

PRESENT:

Alan Greenberg, President
Warren Vegh, Vice President
Diane Parr, Secretary
Carol Arnone, Trustee
Barbara Mosca, Trustee

Lisa Caputo, Library Director
Michael Simon, Assistant Director
Jill Lessard, Administrative Assistant
Ralph Madalena, Attorney
Richard Klenkel, Treasurer

Trustee Greenberg called the meeting to order at 7:05 p.m.

Due to a religious conflict on March 23, 2016, Trustee Greenberg asked if the date of the next meeting could be changed to March 30, 2016. As Trustees Parr and Mosca cited scheduling conflicts with the 7 p.m. start time, it was proposed that the Executive Session begin at 5:45 p.m. and Public Session begin at 6:00 p.m. The item was voted on at the end of this meeting with Trustee Vegh making the motion, Trustee Mosca seconding, and unanimous agreement from the Board.

****BUDGET ADOPTION****

Wednesday, March 30, 2016 at 5:45p.m. – Executive Session

Wednesday, March 30, 2016 at 6:00p.m. – Public Session

Trustee Greenberg then turned the meeting over to the Director.

The Director began by providing a computer inventory listing compiled by Philip Boccia, the Library's Technology Librarian. The listing showed all of the Library's current computers and the approximate age of such, broken down by location and whether the computers were being used by Staff or Public. The Director advised that the Library will use the list to create a schedule of when computers need to be replaced. It was recommended by Trustee Greenberg, and generally accepted, that the average lifespan of the Library computers be set at five years. Trustee Vegh suggested that the Library be proactive in the search for Grants that could be utilized to purchase new computer equipment, and also recommended that we reach out to Assy. Kaminsky and Senator Skelos' eventual replacement as both offices have provided funding in the past. It was mentioned by Trustees Parr and Mosca that the Library reallocate the West End funding promised by Legislator Ford to the Main Branch, and the Director advised we are looking into that possibility.

♦ **OF NOTE:** *The Board requested that the inventory be presented in a spreadsheet format at the next Board*



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Meeting. ♦

The Director then moved onto funding for the Festivals, as requested by the Board at the previous meeting. She handed out a synopsis of what the Library contributed to each Festival. The Board then requested that the Director find out the total of cost of each Festival, to determine what the Organizers were contributing as compared to the Library's contribution. The Director agreed to provide this information.

The Attorney then briefly addressed the Library's Investment Policy, in response to a question over investment income raised at the previous meeting. He advised we determine how much money the Library has in investable proceeds, to make the best use of our money. Trustee Greenberg requested that the Director provide a copy of the Investment Policy before the next meeting, so the item could be addressed. He also requested that Trustee Mosca be the point person for this project, along with the Attorney and the Treasurer, and she agreed. The Administrative Assistant pointed out that once the Investment Policy was settled, the Board would need to determine who among them would be the Bank Signatories so the necessary paperwork could be filled out and submitted.

Trustee Vegh moved to adjourn at 7:37 p.m., seconded by Trustee Parr, and unanimously approved.