

Minutes of Board of Trustees Meeting
Highland Public Library
Tuesday, April 26, 2016
30 Church Street
Highland, NY 12528

Attending: Mark McPeck, President; Darlene Plavchak, Vice President for Internal Matters; Nancy Hammond, Vice President for External Matters; Eric Norberg, Financial Office; Fran Brooks, Corresponding Secretary; Julie Dempsey, Library Director

Absent: Joanne Loewenthal, Construction Chair; Melissa Burdash, Recording Secretary & Fundraising Chair

The meeting was called to order at 6:25 p.m.

The members recited the Pledge of Allegiance

Eric made a motion to accept the March 17, 2016 Minutes; Nancy seconded. All were in favor

The Financial Report was accepted at the Special Meeting on 4/26/2016.

Fundraising

Tiles Update: 12 tiles have been painted. The April and May painting schedules are done. June schedule is being worked on. Nancy will bring flyers with the scheduled dates to Deborah Haab, Superintendent, Highland Central School District.

A handmade quilt has been donated to the Library to be raffled off @ \$1.00 a ticket in 5 ticket chunks

Jason Schwartz, BPD, suggested we have a fund raising for Capital Reserve Fund so that we can use the money for the new building or any other use we feel is necessary.

New Business

Julie will use the Albany Library By-Laws as a guide for the Highland Library By-Laws.

POS Focus Groups

Board Members are not participating but are allowed to attend. The Focus Groups will be used to redo our Long Range Plan. We want to hear from the public about what they are looking for in the future and how we should go about achieving it.

We still need to set a date and generate a list of people to participate.

There will be 2 Focus Groups with 10 people each.

Personnel Policies

On page 6, the Educational Leave Policy is removed in its entirety.

In each place where it indicates the need for approval of the Library Director, it will be changed to read, “approval of the Library Director and/or the Board of Trustees”.

In the Disciplinary Procedures, will be added, “in accordance with Section 75 of the New York State Civil Service Law”. Nancy moved to accept, Fran seconded. All were in favor.

The next meeting will be on Thursday, May 19, 2016 at 6:00 p.m. at The Library.

Eric made a motion to adjourn; Nancy seconded. The meeting adjourned at 7:38 p.m.