

The Canal Fulton Library Board met in regular session on Tuesday September 9, 2014 with Bob Richmond presiding.

Trustees Present: Jim Pryor, Michelle Studer, and Barbara Forrester.

Others in Attendance: Director David Brown and Finance Officer Pat Pentello.

Minutes: The minutes of August 12, 2014 were presented for approval. The minutes were amended to correct under the Director's report, not "The bids for the Sullivan House" but The bid notice. Michelle moved to approve the minutes as corrected, seconded by Jim Pryor, all yeas, motion carried.

Financial Report: The bank reconciliation for August, 2014 was presented. Barb moved to approve the bank reconciliation, seconded by Michelle, all yeas motion approved. The financial reports for the period ending September 12, 2014 were presented for approval. Michelle moved to approve the financials, seconded by Jim Pryor, all yeas motion approved.

Bills: A list of bills totaling \$57,740,58 were presented for approval. Jim Pryor moved to approve the bills, seconded by Michelle, all yeas motion carried.

Pat presented transfers for approval: From Other, Other, 1000.100.590.0000 to Tax Collection Fees, 1000.100.373.3251 in the amount of \$1,500.00 for Election Expenses. And from 1000.100.413.4132 Audiovisual Materials Compact Discs Juvenile to 1000.100.413.4137 Audiovisual Materials Books/Tapes Kits Juvenile in the amount of \$300.00. Barbara moved to approve the transfers, seconded by Jim Pryor, all yeas motion carried.

Pat asked for approval to appropriate from the unappropriated balance of the Capital Funds to Building Improvements, 4001.760.740.0000 in the amount of \$40,000.00 and to Professional Services, 4001.760.370.3291 in the amount of \$5,000.00. Michelle moved to approve the appropriations from the Capital Funds, seconded by Jim Pryor, all yeas motion carried.

Pat asked for approval to appropriate from the unappropriated balance of the General Fund to Programs (Juvenile Dept.) 1000.100.329.3292 in the amount of \$1,180.00 and to Programs (Young Adult Dept.) 1000.100.329.3294 in the amount of \$1,320.00. Jim Pryor moved to approve the General Fund appropriations, seconded by Michelle, all yeas motion carried.

Director's Report Attached:

David reported that the Inter Library Loan clerk position is vacant. There were two internal applicants for the position, both were interviewed and Melissa Smith was chosen. She will begin September 2nd, which leaves a part-time position open in the Circulation Department. It has been advertised and we received 29 applicants. Janet Deans and I are in the process of interviewing six candidates.

Building & Grounds: The siding project will be underway and the contractors will be setting up.

David discussed comp time and the board felt that a meeting with the personnel committee should be held to consider changes to the policy.

David distributed the monthly newsletter.

James Deans was absent and submitted the Friends of the Library report. The FOL will have a booth for the library at the Clinton Applefest on Sunday, September 21, 2014. Also, the Canal Fulton Area Chamber of Commerce will have a memorial tree and plaque to be planted in honor of Donna Lemmon on Sunday, September 21, 2014 at 4:00 pm., at the Visitor's Center at the St. Helena park.

Committee Reports:

New Business: None.

Unfinished Business: None.

The next meeting will begin at 7:00 pm. On October 7, 2014.

Jim Pryor moved to adjourn the meeting.

Jim Westbrooks, Secretary

Robert Richmond, President