

Board of Trustees of the Dunkirk Public Library

Minutes of April 26, 2016

Present: Tuggle, Price, Forbes, Palmatier, and Dekoff.

Absent, Excused: Fiebelkorn, Czarniak

Call to Order: Meeting called to order at 4:04 pm by President Price

Review of Minutes from last meeting:

Motion made by Forbes to accept minutes, seconded by Palmatier, unanimously approved.

Financial Report:

Report reviewed, motion made by Palmatier to accept, seconded by Forbes, approved.

Approval of Bills:

Reviewed Report, motion to accept made by Palmatier, seconded by Forbes, approved.

Children's Room Report:

Report received and reviewed. Pam was absent, but report was very detailed, showing an increase in patronage compared to last year at this time.

There are many coming events scheduled and the Summer Program is complete and ready to go.

Motion made to accept report, by Forbes, seconded by Palmatier, approved.

Director's Report:

Report received and reviewed, motion to accept made by Forbes, seconded by Palmatier.
Motion approved.

Transition:

Our Attorney of Record will be held on Retainer beginning July of 2016. Specifications are still being ironed out.

Down the line we will be looking ahead with a Strategic Plan. The new Staff are doing well and adapting to the positions they occupy.

We are buffing up our computer program, and there are many other things we can do, i.e.; marketing, etc.

We are in the process of Transferring Funds from the Free Library to the Public Library, there are two (2) signers needed to complete this. We need to come up with a plan to close CD's, what we can do with them etc. We still have some acct's from the Free Library and the Friends that we need to deal with soon.

There are Construction Grants available and we can go that route if necessary. WE would need to go to The Community Foundation to get help if we decide to go that route.

OLD Business:

Civil Service; Dialog has been opened and is ongoing. Tweaking the task and should have everything complete by the end of May. Basically classification for new hires etc.

2016 Vote:

There is only one person interested in the open Trustee position. Petitions are being circulated and due back soon.

The Election is scheduled for July, and we will be conducting it at the Library. We will be making our own Ballots, and the Board of Elections will be supplying us with 2 Poll workers and one Co-coordinator. Will run from Noon until 9 pm.

New Business:

Drop Box Project is in the works. We have received two estimates, one from Kessler, Sandberg, via Ed Schober, for\$2,400.00, and one from Clark, Patterson and Lee, for \$2,200.00

Next Meeting is scheduled for May 24, 2016 at 4:00 in the Conference Room.

Meeting was closed at 4:50 pm, with a motion by Palmatier, seconded by Forbes. Approved unanimously.