

Pawling Library Board of Trustees
Minutes of Meeting
February 9, 2012

Attendees: Board Members Brian Smith, Janet Prince, Frank Sinisi, Meredith Bleavans, Stephanie McLaughlin, Dennis Munnely, Karen Franco; Director Scott Jarzombek; Representatives from the Pawling Library Foundation Deb Keesler and Deb Barnett

Absent with permission: Verna Carey

Trustee Emeritus: George M. Coulter, D.D.S.

Meeting began at 7:30 p.m. with the Pledge of Allegiance.

Approval of Minutes. Two amendments were proposed to the Minutes from the previous meeting (1/12/12). Approval of the amended Minutes was proposed by Brian Smith, seconded by Meredith Bleavans. All in favor.

Director's Report. The Director's Report was presented by Scott Jarzombek who mentioned the following highlights:

- A Digital Literacy class has been started. It is so popular that attendance has maxed out.
- Library staff have received very positive response to the changes in library hours. (The library is open earlier on Mondays and later on Fridays.)
- January circulation is up significantly compared to last year. In particular, e-circulation has doubled. Mid-Hudson says Pawling Free Library is one of the top libraries for e-circulation for it's size.

Treasurer's Report. The Treasurer's Report was presented by Janet Prince who mentioned that the audit has been done, and according to the auditors the report will be completed by the end of February. Approval of the Treasurer's Report was proposed by Brian Smith, seconded by Meredith Bleavans. All in favor.

New Business.

- The current status of the Pawling Library Foundation was presented by Deb Keesler. Membership has waned. There are currently only two members.
- The Annual Appeal Letter was discussed. It will be sent out in the spring by the Library Board.
- The Book Sale and possible venues for it were discussed.
- The possibility of re-establishing a Friends Group was discussed.

Old Business.

- Brian Smith reported on the status of the annual report to the community which he and Scott are currently working on.
- The Library's Personnel Policy was discussed. Brian Smith moved to accept the modified Personnel Policy Addendum. Meredith Bleavans seconded. All in favor.

- Brian Smith moved to accept the NYS Department of Education Annual Library Report as filed by Scott. Stephanie McLaughlin seconded. All in favor.
- The Long-Range Plan was discussed. Stephanie and Scott will work on setting up focus groups for the Long-Range Plan.

Adjournment. Brian Smith moved to adjourn. Stephanie McLaughlin seconded. All in favor. The public meeting adjourned at 8:30. The Board then went into Executive Session to discuss Personnel. No voting on any issue was done in Executive Session.

Respectfully submitted by Karen Franco, substituting for Verna Carey

Upcoming Meeting. Next scheduled Board Meeting is March 8 at 7:15 p.m. in the Library Annex.