

PAWLING FREE LIBRARY
Board of Trustees
Minutes of Meeting
October 12, 2017

Attendees: Stephanie McLaughlin, Verna Carey, Nick Robertshaw, Brian Smith, Susan Stone, Karen Franco, Dennis Munnely, Frank Sinisi, and Brian Avery (Director)

Absent: Cliff Johnsen

Guests: Ross Daniels, Fayne Daniels, Ed Hauser

Call to order: Meeting was called to order at 6:48.

Feasibility Study Update. A feasibility study re expansion of the physical facility has been conducted by Danosky & Associates. A summary of their final report was presented to the Board.

Minutes of Previous Meeting: Motion to approve by Verna & 2nd by Stephanie. All in favor.

Director's Report: A copy of the report was provided to all trustees. Items discussed were:

- Upcoming Mid-Hudson Library System breakfast
- Options for reducing the noise level in the library
- Library's new long-range plan which is due in February

Move to approve the director's report by Stephanie and 2nd by Brian S. All in favor.

Treasurer's Report: A copy of the report was provided to all trustees. Move to file.

Public Relations:

- a. Annual Appeal Update. The theme of the letter is how the library transforms lives. Plan is to mail it out at the beginning of November.

New Business:

- a. Personnel Committee Update. An amendment to the Employee Handbook was proposed by Nick, 2nd by Verna: "Upon the completion of the introductory period, part-time regular staff members will be paid for any scheduled closures that fall on their regularly scheduled work day." All in favor.
- b. Brian S. moved & 2nd by Stephanie to go into executive session. Stephanie moved, 2nd by Brian S. to go out of executive session.

Motion to adjourn by Stephanie, 2nd by Karen. Meeting adjourned at 8:30.

Respectfully submitted by: Karen Franco, Secretary

Next Meeting November 9, 2017 @ 6:45 p.m.