



BOARD MEETING MINUTES

Wednesday, May 9, 2018, 5:00 PM
Livonia Public Library
2 Washington Street, Livonia, NY 14487

PLS Board Members present: Christine Ryan, Kathleen Hartness, Carolyn Lyons, Carolyn Bradstreet, and Ellen Mitchell. Also in attendance, PLS staff: Lauren Moore, Cindy Gardner, and Ron Kirsop. PLSDAC Liaison: Elizabeth Bowlby. Excused: Jeffrey Clark, Mary Ellen Darling. Absent: Merton Bartels and Ruby Morrison.

CALL TO ORDER:

Christine Ryan called the meeting to order at 5:00 pm.

ADOPTION OF THE AGENDA

MOTION 37: Kathleen Hartness moved to adopt the May 9, 2018 agenda. Carolyn Bradstreet seconded and the motion carried.

APPROVAL OF THE MINUTES

MOTION 38: Ellen Mitchell moved to approve the April 11, 2018 minutes. Carolyn Lyons seconded and the motion carried.

COMMUNICATIONS AND REPORTS:

1. Financial Report: Lauren Moore

Approve Cash Activity Report

MOTION 39: Ellen Mitchell moved to approve the cash activity report. Carolyn Lyons seconded and the motion carried.

Approve Warrants (List of Bills Paid)

MOTION 40: Carolyn Lyons moved to approve warrants made on April 25, 2018 for the total amount of \$10,766.94; and May 9, 2018 for the total amount of \$80,166.06. Carolyn Bradstreet seconded and the motion carried.

Approve YTD Budget Reports

MOTION 41: Kathleen Hartness moved to approve the YTD budget report. Ellen Mitchell seconded and the motion carried.

2. Executive Director's Report: Lauren Moore

Lauren reported on the ILS proposal to CCLS, computer security upgrades, the Breaking Down Barriers conference taking place in Canandaigua on June 1, the Ontario County Not-for-Profit Summit taking place June 26, and the National Digital Inclusion Alliance.

3. Team Goal Report: Ron Kirsop

Ron reported on the PLS team's progress on their new 2018 Strategic Priorities.

4. Central Library Budget Report: Cindy Gardner

MOTION 42: Carolyn Bradstreet moved to approve the Central Library Budget Report. Carolyn Lyons seconded and the motion carried.

5. PLSDAC Liaison's Report: Elizabeth Bowlby

Elizabeth delivered a report including events that took place at nine libraries. Also, this meeting was Elizabeth last board meeting as the PLSDAC liaison. During the next PLSDAC meeting a new liaison will be appointed.

6. Committee reports -

Finance Committee Report – Jeffrey Clark, Chair

No report.

Personnel Committee Report – Mary Ellen Darling, Chair

No report.

Policy Committee Report – Carolyn Lyons, Chair

No report.

Audit Committee Report – Kathleen Hartness, Chair

No report.

NEW BUSINESS:

1. Approve Personnel Change Report

MOTION 43: Carolyn Lyons moved to approve the Personnel Change Report. Carolyn Bradstreet seconded and the motion carried.

2. Annual Dinner Update: Lauren Moore

Lauren discussed the Annual Meeting taking place at 9:00am on October 10, 2018 at the Avon Inn. The PLS Board Meeting will take place at the Avon Inn at 8:00am.

3. Appoint Construction Grant Committee: Christine Ryan

The Construction Grant Committee: Kathleen Hartness, Merton Bartels, Ruby Morrison, and Christine Ryan (ex officio)

MOTION 44: Ellen Mitchell moved to appoint the Construction Grant Committee. Carolyn Lyons seconded and the motion carried.

4. Appoint Pioneer Award Committee Chair: Christine Ryan

Pioneer Award Committee Chair – Carolyn Bradstreet

MOTION 45: Ellen Mitchell moved to appoint the Pioneer Award Committee Chair. Carolyn Lyons seconded and the motion carried.

5. Approve Long Island University Payment

MOTION 46: Carolyn Bradstreet moved to approve the Long Island University Payment for a total amount of \$52,650.00. Ellen Mitchell seconded and the motion carried.

6. Approve Proquest Contract for Ancestry: Lauren Moore

MOTION 47: Carolyn Lyons moved to approve the 3-year Proquest Contract for Ancestry. Kathleen Hartness seconded and the motion carried.

7. Approve 2019-2020 Holiday Schedule: Lauren Moore

MOTION 48: Carolyn Lyons moved to approve the 2019-2020 Holiday Schedule. Carolyn Bradstreet seconded and the motion carried.

Next Meeting:

PLS Board Meeting- June 13, 2018 at the Pioneer Library System

Reminders:

Trustee Workshop (Recruitment and Retention of Trustees and Critical Partnerships) – June 5, 2018, 6-8:00 pm, Victor-Farmington Library

Trustee Workshop (Recruitment and Retention of Trustees and Critical Partnerships) – June 27, 2018, 6-8:00 pm, Cordelia A. Greene Library (Castile)

MOTION 49: Ellen Mitchell moved to adjourn the meeting. Carolyn Bradstreet seconded and the motion carried. The meeting adjourned at 5:45 pm.

Adjourn

Respectfully submitted,

Ron Kirsop

Approved on June 13, 2018.