

**MINUTES**  
**CLINTON COMMUNITY LIBRARY**  
**MONTHLY BOARD OF TRUSTEES MEETING**  
**Monday, June 10, 2019 -6:30pm**

**WELCOME/CALL TO ORDER** – By President Matt Pfisterer at 6:30 PM.

**ROLL CALL** – Performed by Secretary Sue Ellen Fairbanks. Present: Matt Pfisterer, Teresa McGuirk, Zack Snow, Johanna Whitton, Tim Sullivan, Mary Pat Sternberg, Marion Auspitz. Kim Lewis excused absence.

**MINUTES**

Approval of minutes of May 13, 2019. Motion to approve and accept by Tim. Second by Johanna. Approved unanimously.

**PUBLIC COMMENTS** - None

**Clinton Town Board Liaison - Councilman Michael Whitton.** Mike reported that he spoke to Didi Barrett's office about grant for ramp. All paperwork is in, and now we are just waiting for feedback/decision. Many of the lights in library repaired and no longer buzzing.

**COMMITTEE REPORTS:**

***Finance: Johanna reporting***

- Monthly Financial Reports – Minutes of 6/6/19 attached. Johanna reported that old books on balance sheet have been written off, and Finance Committee has implemented ALL auditor recommendations. Motion by Johanna to approve the May financial reports, second by Zack. Approved unanimously.
- Financial Policy Review – will work with Governance on a few updates discussed in committee meeting.

***Governance: Zack Snow reporting***

- *Revisions to Bylaws.* Minor updates from committee review: update number of trustees, add LR Planning as standing committee, say that committees are created and populated by the Board. Motion by Zack to approve changes to Bylaws. Second by Johanna. Approved unanimously.
- *Policy Review.* Four policies discussed: First a new Sexual Harassment policy was created using the MHLS template. Second, the Conflict of Interest policy was updated. Third there is one minor update to the Whistleblower policy, and fourth there were two minor updates to the Open Meetings Policy. All were posted to board box prior to meeting for review. Motion by Zack to approve the four updated policies. Second by Johanna. Approved unanimously.

***Fundraising: Sue Ellen Fairbanks reporting.*** June 1 donor appreciation event was well attended. Written thank you notes will be sent out to speakers, musicians, etc.

***Operations: Matt Pfisterer reporting.***

- *Call for Executive Session at 7:18 PM by Matt Pfisterer.* Motion to come out of Executive Session at 8:04 by Tim. Second by Mary Pat. First a motion by Mary Pat to regretfully accept the resignation of Library Director Teresa McGuirk. Second by Johanna. Then a motion by Sue Ellen and second by Tim to renumerate a caterer for the June 1 donor recognition event as specified in Executive Session. Third a motion by Zack and second by Tim to renumerate a library staff member with merit pay in connection to execution of the library renovation project, as specified in Executive Session. All approved unanimously.

***Long Term Planning: Sue Ellen Fairbanks reporting.*** Meeting scheduled for Tuesday June 25 at 3:30 PM to review and update plan.

***Facilities: Mary Pat Sternberg reporting.***

- Interior Painting/Carpeting Project – Complete and a great success. Came in below budget. Lots of very, very, positive feedback. Mary Pat updating Facilities Plan with completed tasks.

**DIRECTOR'S REPORT: Teresa McGuirk. See attached.**

**OLD BUSINESS**

- *June 1, Donor Appreciation Event.* Discussed above.

**NEW BUSINESS**

- Car Show. Marion reporting. Date is Saturday June 22 from 2-5 PM at 300 Schultsville Road. Need all hands on deck to attend and help. Also, Events Committee will go to site on Monday June 17 to review final details.

**ADJOURNMENT** – Motion by Johanna at 8:08 PM to adjourn. Second by Mary Pat. Approved unanimously.

**Next Meeting – Monday August 12, 2019 6:30pm**

**Approved**