

HPL
Board of Trustees

**Meeting Agenda
July 19, 2007
Wednesday 6:15 p.m.**

APPROVAL OF MINUTES – June 13, 2007

CORRESPONDENCE

DIRECTOR'S REPORT

FINANCES

1. Budget Report
2. Revenue Report
3. Payment Library Bills
4. Trustee Gift Fund
5. Trustee Endowment
6. Friends Book Sale

COMMITTEE REPORTS

UNFINISHED BUSINESS

1. Board adopt budget
2. Submit Budget to Town Finance Officer
3. Internet Safety Policy

NEW BUSINESS

1. Review Patron Comments
2. Review Patron Rules of Conduct/Computer Use Policy

FUTURE AGENDA ITEMS

1. Submit Budget to Town Finance Officer

FUTURE ACTIVITIES

NEXT MEETING – August 8, 2007

ADJOURN

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Present: Jim Gaudet, David Pogue, Pat Bernhard, Virdell Robbins, Liz Schnucker and Tina Thompson. Absent: Janet Zinck

The meeting was called to order at 6:15 p.m. by President, Jim Gaudet.

The minutes were approved as submitted.

CORRESPONDENCE

Joan Kalsbeck, copyright owner of Henrietta Heritage, which was written by her mother, Eleanor C. Kalsbeck, has given us written permission to digitize and post a copy of the book on our website. Liz will send a thank you to her.

We also received a thank you note which praised the program from the Donato Family who attended our Family Bingo nights.

A memo from Paul Liess, Director of Finance, requested our 2008 Budget by August 1st.

A donation of \$36.00 in memory of Howard M. Novak was received from the New York District Office of the U.S. Geological Survey.

Resolution #13-152/2007 transferred the \$10,000 Member Item Grant from Senator James Alesi to our 2007 Budget.

DIRECTOR'S REPORT

Internet Policy discussion.

Motion: David Pogue

To continue with our moratorium until the matter is resolved at Rochester Public Library. Will discuss our policy at the October meeting.

Seconded: Tina Thompson

Motion carried unanimously

Aquabrowser is the new Carl product available to patrons. It features search results ranked by relevance. The "Classic Catalog" is still there for those who wish to use it.

Itiva, the new phone notification system will be up and running soon.

It's time to update the appearance of the Children's Room. We have money in the Mee bequest, Friends and Board treasuries. A volunteer artist is submitting ideas and labor will be gratis. We only have to pay for the materials.

A resolution was received from the Town Board in support of going out to bid for the replacement of the library roof.

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FINANCES

The Budget Report was reviewed.

The Revenue Report was reviewed.

Motion: Virdell Robbins

To approve Abstract #7 Claims 141 – 161 for total amount \$26,260.45.

Seconded: Liz Schnucker

Motion carried unanimously

HSBC Checking account 6/9 - 7/10/07 total balance \$17,141.26 less restricted funds 293.74 for net funds available \$16,847.52.

HSBC Checking account 6/9 – 7/10/07 total balance \$19,102.26 less restricted funds 2,393.74 for net funds available \$16,708.52.

HSBC Special account for period ending 6/29/07 in the amount of \$51,925.93 plus 194.49 interest for a balance of \$52,120.42.

The Friends account as of 6/6/07 has a balance of \$15,823.15.

UNFINISHED BUSINESS

The 2008 Budget was reviewed.

Motion: Liz Schnucker

Move that the board adopt the final 2008 Budget request as proposed by the Director.

Seconded: Virdell Robbins

Motion carried unanimously

NEW BUSINESS

Patron Rules of Conduct Policy was reviewed with a change to #1 to read Cell phones *should be* silenced instead of *must be* silenced.

Patron Comment form was reviewed with no changes made.

The meeting was adjourned at 7:40 p.m. by President, Jim Gaudet.

Respectfully submitted,

Liz Schnucker