

Marcellus Free Library (MFL) Board of Trustees

Meeting Minutes of Annual Meeting

1.26.17

Board members present: Mark McQueeney, Kristin Stuart, Rachel Lewis, Martha Lollis, Ann Ferro, Suzanne Tobin. Rachel Hendricks, Deb Abbott, Bonnie Young.

Also present: Steve Kankus, Amanda Perrine, Jake Widrick, Audrey Kearney, Paulette Quinn, Linda Greenfield, Phyllis Fenner.

Call to order and approval of Agenda: Mark McQueeney called the meeting to order at 7:05pm.

Conflict of Interest: No conflict of interest to report.

- I. **Secretary's Report:** Changed minutes spelling to Aupperle, added Kristin Stuart. Also to add Martha Lollis to board of trustees. Rachel Hendricks, Deb Abbott (m,s,ua)
- II. **Friends of MFL:** Audrey Kearney gave report. Please see attached. Paulette Quinn presented the 1832 ledger last meeting. The donor is willing to donate the ledger....and the donor is....Kristin Stuart!
- III. **Committee Reports:**

Treasurer/Finance: Suzanne Tobin reported. 2017 we will have sub committee regarding full understanding of budget process, including the endowment account. We should prepare a set of questions for the Deans. Have a good chart of accounts for budget going forward. Finance committee needs to have interested board members going forward meet on budget process. Need monthly detailed report going forward. First (ad hoc) meeting should be a gathering of ideas of questions re: budget process, and our fund managers (The Dean Brothers RBC account).

Building and Maintenance: Jake Widrick reported on update with parking lot construction. Final paperwork for phase 1 has been submitted. We now have to apply for second grant which will cover cost of construction. Ideas for either a book drop and/or shed on the parking lot. Water remediation issues? Nine Mile Creek organization may have ideas on how to maintain wet area on parking lot. Jake and Amanda to work on second NYS Construction grant.

Personnel: No report.

Development: Ann Ferro reported: 2016 \$14,297 annual fund drive. 3,625 letters to our community. 198 responses. Capture names and addresses of people who don't live in Marcellus. 20% of parking lot could be funded by capital campaign?

Nominations:

Director's Report: Jake Widrick reported that we are moving the MFL website to wordpress. Portal for NYS report just opened, needs to be reported by 2/22. MFL is now part of AmazonSmile donations. Renewal of staff development budget.

New Business: Steve Kankus is added as a new member of the board of trustees. Rachel Lewis, Kristin Stuart (m,s,ua). Town of Marcellus tax money approval is on file per Mark McQueeney.

Finance Committee: Suzanne Tobin, Martha Lollis, Rachel Hendricks, Bonnie Young.

Building and Maintenance: Kristin Stuart, Steve Kankus, Bonnie Young.

Personnel: Rachel Hendricks, Martha Lollis

Development: Ann Ferro, Deb Abbott

Nominations: Deb Abbott,

Motion to approve 2017 slate of officers: Kristin Stuart, Bonnie Young (m, s, ua).

President: Rachel Lewis

Vice President: Kristin Stuart

Secretary: Martha Lollis

Treasurer: Suzanne Tobin

IV. Adjournment: Ann Ferro, Rachel Hendricks (ms,s,ua)

Respectfully submitted,

Rachel Lewis