

**SHELTER ISLAND PUBLIC LIBRARY SOCIETY  
BOARD OF TRUSTEES MEETING  
November 14, 2016**

***MINUTES OF MEETING***

**Board members present:** Jo-Ann Robotti, Don Dunning, Paul Mobius Bill Martens, Cori Cass, Dave Roggie, Peter Farrar, Phyllis Gates, Tom Hashagen, and Mike Bebon

**Board members excused:** Charlie Weiner, Jody Geist, and Mary Faith Westervelt

**Also attending:** Terry Lucas, Library Director

President Jo-Ann Robotti called the meeting to order at 7:00 pm.

**Secretary's Report:**

The minutes of the October 17, 2016 meeting, prepared by the Secretary and distributed in advance, were approved unanimously.

**Public Expression:** No members of the public were in attendance.

**Correspondence:** None

**Treasurer's Report**

The previously distributed Warrant Report, the Income Statement, and the Income Statement-Capital Endowment reports were presented. All accounts are tracking well at standard run rates. Several Warrant items were questioned and explained. Staffing and Utilities are running below budget and are projected to end the year with a surplus. Fuel oil in particular is very low at 54% of budget. The previously planned and approved transfer from the Patterson account was made. Overall, financial performance to date has been favorable.

The Treasurer's Report was approved unanimously.

**Investment Report**

The account manager for the Patterson account moved some funds from equities to cash prior to the election. It will be reinvested over the next few weeks. Overall the current portfolio is 60% stocks and is generating a 5.5% annual return. A more detailed report will be provided in December after the Quarterly call with the account manager.

**Friends of the Shelter Island Library Report**

The Turkey Plunge fundraiser will be held the Saturday after Thanksgiving. Friends will provide \$6,000 for books. Checks were received for the indoor bench (\$225) and bulletin board (\$625).

**Facilities Committee Report**

**Front Entry Project:** The work to adjust the elevation of the tile floor at the entry began today. Shutters were installed. The railing needs the second/final coat of paint. Plantings in the planter will be placed in the Spring.

**General:** The parking lot was resurfaced and flagpole installed. Fall maintenance on the HVAC system was completed.

### **Nominating Committee**

A Notice was placed in the Shelter Island Reporter announcing Board seats to be available and requesting applicants with experience in Facilities, Development, and Governance. The Notice is available on the Library website and at the Circulation Desk.

### **Director's Report**

A full report was provided in advance. A report of notes from the NYLA Conference was distributed. The website host is being changed to improve quality. This will cause a slight increase in monthly cost. A \$2,500 grant was received for including the High School in the Great Decisions program. The ribbon-cutting ceremony was very successful and well attended. Several dignitaries attended including Senator Ken LaValle, Assemblyman Fred Thiele, and Shelter Island Supervisor, Jim Dougherty. There were some minor changes made to three Library policies.

### **Appreciation Party**

The annual Appreciation Party to recognize Library volunteers and supporters is scheduled for 5-7PM on Sunday January 15, 2017. Board member assignments for party supplies and food were completed.

### **Old Business**

None

### **New Business**

None

### **Adjournment**

The public meeting was adjourned at 7:58PM to enter Executive Session. The Library Director was excused.

### **Public Meeting Resumed**

The public meeting was called back to order at 8:02PM and, there being no further business to discuss, was adjourned at 8:04PM.

Submitted by: Michael J. Bebon, Secretary