

In attendance: Michael Poost – President
Lisa Fox – Vice President
Kevin McCann – Treasurer
Mandy McCord – Secretary
Elizabeth Giugno
Jim Lansing
Jill Dugas Hughes – Library Director
Eileen Riley – Recording Secretary
Jennifer O'Brien – excused

Meeting called to order at 7:35.

PUBLIC COMMENT: None.

MINUTES:

MOTION: Ms. McCord made a motion to accept the minutes of the minutes of the October Board Meeting as presented. 2nd Ms. Fox. No questions. All in favor. None opposed. The motion carried.

TREASURER'S REPORT:

MOTION: Ms. Fox made a motion to authorize the signing of the Warrant of 10/12/15 in the amount of \$31,168.49. 2nd Ms. Giugno. No questions. All in favor. None Opposed. The motion carried.

MOTION: With 86% of the year completed, Ms. Fox made a motion to accept the Balance Sheet and P & L as presented. 2nd Ms. Mc Cord. No questions. All in favor. None opposed.

MOTION: Ms. Giugno made a motion to accept the Off-Warrant of 11/12/15 in the amount of \$78,141.75. 2nd Ms. Fox. All in favor. None opposed. The motion carried.

The NYSLRS is bill higher than anticipated. The budget will be adjusted in January.

SERVICE COMMITTEE: No report.

ADMINISTRATION COMMITTEE: Issues under discussion were: carpet cleaning, the energy audit, the lighting audit, a professional cleaning of the community kitchen, external repairs to the building and the need for a wide screen panel television for movie nights and other events. No Board action was necessary.

TASK FORCE: The President of the North Greenbush Library contacted Mr. Poost for a recommendation for a site evaluator for a new library. The DDC Controls Project is ready to go out for bids. The Lighting Project proposal for both outside and inside lighting is being studied. According to the company who has been contacted to do the work, the price of lighting saved could be paid back in 2 years.

NOMINATING COMMITTEE: Ms. Fox, chairperson, Ms. McCord and Mr. McCann.

DIRECTOR'S REPORT: Ms. Hughes presented the Board with a Strategic Planning Process based on a program S.O.A.R. (strength, opportunities, aspirations, results). The Staff completed the introductory exercise at their recent meeting. And a year-long process was presented. The response from the Board was positive and Ms. Hughes has requested that the members of the Board submit to her names of community, business, government and school members who they think would be appropriate for the Strategic Planning Committee.

The current Plan of Service needs to be updated every year.

MOTION: Ms. McCord made a motion to adjourn at 9:10. 2nd Ms. Fox.

Respectfully Submitted,
Eileen Riley, Recording Secretary