

Julia L. Butterfield Memorial Library  
Monthly Board Meeting  
Wednesday, March 19, 2015 – 6:30 pm

## **MINUTES**

**Attendance:** Judy Meyer, Mike LaRocco, Pam Markano, Gillian Thorpe, Dennis Gagon

**Acceptance of minutes of February 18, 2015 Meeting:** Mike made a motion to accept the minutes as revised, seconded by Judy and the minutes were unanimously accepted.

**Financials:** Acceptance of Warrants. Dennis motioned to accept the warrants, Pam seconded and the warrants were unanimously approved. Mike reviewed the Deposit Summary, Balance Sheet, and Profit & Loss Previous Year Comparison. Have not yet rcv'd the \$32K from Putnam County which is the difference between 2015 and 2014 YTD. Mike spoke to Fred Rodriguez at Wells Fargo re: matching funding for programs and Gillian is going to put together promotional info to support the request.

**Director's Report:** Gillian reviewed the Director's Report. She reported that she completed and submitted the annual report to both NYS and Putnam County and she is in the process of completing an annual report for the community. Newsletter subscriptions are up. The 3D printer has been a huge success with the tween community. Summer camp plans for children and tweens are in the planning stage. Facility issues were discussed.

### **Committee Reports:**

- Facilities Committee: No meeting was held.
- Policy Committee: No meeting was held.
- Friends: New Board members were appointed as follows - Jane D'Emic is President, Julisa Rincon-Tomizawa is VP, Joy Albrecht is Secretary, and Hilary Hayes is Treasurer. The March appeal letters have been mailed.

### **Old Business:**

- The topic of installing security cameras was discussed. The Board will table this topic until after the vote.
- The quote for shades from Commercial Draperies was reviewed and very well received but the Board would like to see additional pricing for a protective film to cover the 1/2 top portion of the window in order to protect the artwork. Pam will request.

### **New Business:**

- There has been a change in procedure for the Vector Security system.

The next meeting will be held on Wednesday, April 15<sup>th</sup> at 6:30.

The meeting was adjourned at 8:30 pm

Minutes submitted by Pam Markano, Secretary