

Livingston Manor Free Library  
Board of Trustees Meeting  
August 29, 2016

MINUTES

PRESENT: Rose Brown, Jan Carlson, Jerry Ehrlich, Vera Farrell, Marge Feuerstein, Lena Lundquist, Virginia Sanborn, and Terry Shultz

ABSENT: Chatral A'dze, Vicki Estabrook, Evan Madison and Antoinette Schmidt

ALSO PRESENT: Kristin Fowler, Library Director

President Farrell called the meeting to order at 6:05 p.m.

Minutes: Ms. Brown made a motion to accept the minutes of the previous two Board meetings as circulated. Ms. Sanborn seconded the motion. All in favor, the motion was accepted.

Treasurer's Report: Ms. Sanborn reviewed the financial statements as of 8/13/16. The cash balance as of August 13 was \$50621. MS. Sanborn reviewed an estimate of Library expenses through the end of the year. There is approximately \$7.000 available after fixed expenses, for books and supplies. Ms. Fowler stated that the staff is evaluating the collection and what circulates. After discussion, on motion of Mr. Shultz, seconded by Ms. Feuerstein, the Treasurer's report was accepted.

**OLD BUSINESS:**

Tax Levy: Ms. Sanborn reported that LMCS has been unresponsive regarding the \$500 missing from the tax levy..

Labor Day Festival: Plans for the Labor Day Festival were reviewed.

Back Entrance Railing: The back entrance railing has been fixed.

Quilt Raffle: Ms. Carlson reported that there are three quilts being raffled. Each Board member has been given 10 tickets to sell or buy.

Fund Drive Letter: The fundraising committee is to meet this week

**NEW BUSINESS**

Payroll Services: Ms. Fowler reported that we are one of very few libraries in RCLS that does not use a payroll service. She described the services offered by Paychex. After discussion, a decision was tabled to the November Board meeting.

**DIRECTOR'S REPORT**

Ms. Fowler made a report on Library activities over the last month.

**ADJOURNMENT**

Mr. Shultz made a motion, seconded by Ms. Carlson, to adjourn the Board meeting. The motion was unanimously adopted and the meeting adjourned at 7:11 PM.

Respectfully submitted,

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Jerrold Ehrlich, Secretary