

**Meeting Minutes - Regular Board Meeting  
Maxwell Memorial Library Board of Trustees  
May 18, 2015**

**Present:** Trustees MJ. Copeland, G. Francisco , P. Elliott, D. Curran (left 7:10PM), M. Dendis, L. Lavender, L. Adorante, K. Northrop (arr 6:45PM), Maxwell Director K. Benson

**Absent:** S. York

**Guest:** Mike Murphy

**CALL TO ORDER:** President Copeland at 6:05 PM

**APPROVAL OF MINUTES:**

April 20, 2015 Board Meeting minutes approved with corrections

Motion to approve as corrected: M. Dendis; second L. Lavender

Carried 7 Yes 0 No

**NEW BUSINESS - PRESENTATION:**

Mike Murphy, Maxwell Library technology clerk, presented a Technology Plan for 2015-2016. His report defined eight issues with proposed solutions regarding necessary equipment upgrades, enhancing the library's web presence, expanding public internet access and technology training for the public.

**TREASURER'S REPORT:**

D. Curran presented Balance Sheet & Fund Balance. Statement of Monthly Revenue & Expenditures.

Motion to approve Treasurer's Report: G. Francisco; second L. Adorante

Motion Carried 7 Yes 0 No

**DIRECTOR'S REPORT:**

Benson reported she has initiated conversations with Richard Kirk, owner of the property adjacent to the library on the west side, regarding the library's interest in purchasing the property for a potential expansion project. The Friends host a table at the annual Orchard Village garage sale. Donated items are needed by 5/28/15. The Senior Tech Night event on 5/5/15 was very successful. Director Benson and Fairmount Library Director P. Morrell spoke at the Camillus Chamber of Commerce breakfast re the upcoming budget referendum and the hoopla online service.

**OLD BUSINESS:**

The next Strategic Planning meeting is scheduled for Friday, June 5 at 5:30PM.

Audit continues. No update at this time. Audit Report will be reviewed by the entire Board upon completion.

The Signature cards for First Niagara Bank were issued incorrectly by bank. New forms were signed.

Director Benson will return to bank on 5/19/15.

Discussion of whether Maxwell Library should apply for a NYS construction grant for renovating the existing facility. Discussed options of using part of current building fund instead of grant, applying for construction grant to purchase other property for a library expansion. Deadline for submittal of grant intent to OCPL is June 1.

Motion to approve Maxwell Library applying for a \$200,000 NYS construction grant to renovate and reconfigure the existing space. MJ Copeland; second K. Northrop

Motion Carried 6 Yes 1 No

**NEW BUSINESS:**

Discussion on technology issues presented in M. Murphy's report.

Motion to approve purchase of two computers and associated software as outlined in Issue #2 and #3 for a cost estimate of \$3,200.

Meeting Minutes - Regular Board Meeting  
Maxwell Memorial Library Board of Trustees  
May 18, 2015

Next meeting scheduled for Monday, June 15, 2015 6:00PM

ADJOURNMENT: Meeting adjourned at 8:20 PM

Respectfully submitted,

*Peg Elliott*

Peg Elliott, Board Secretary