

**Meeting Minutes - Board Meeting
Maxwell Memorial Library Board of Trustees
January 25, 2016**

Present: Trustees L. Lavender, S. York, M. Dendis, P. Elliott, MJ. Copeland, G. Francisco, D. Curran, K. Northrop, L. Adorante, Maxwell Director K. Benson

Guest: Cheryl Robinson

CALL TO ORDER: President Lavender at 7:10 PM

APPROVAL OF MINUTES:

December Meeting Minutes were approved at special Board meeting January 11, 2016.

TREASURER'S REPORT:

D. Curran presented a summary of Maxwell's annual appeal fundraising activity. The total raised as of 1/31/2015 was \$6,509.78. 2015 is the first year Maxwell added the option to patrons to donate online. Total donations via PayPal minus associated fees was \$490.63. Board will be reviewing entire fundraising process in order to reduce cost of printing and postage for this year's appeal.

DIRECTOR'S REPORT

The Board acknowledged receipt of the December 2015 Director's Report. Phase I of the library renovation project is completed. Phase II begins in May. M. Dendis express concern about the direction of the door swing on the handicapped bathroom. Director Benson will followup with architect and/or contractor and report back to Board. Benson and the Board Building Committee will provide at the February Board meeting a full accounting of all renovation project expenses and fees, remaining balance of project funds to date and anticipated funds expected from the New York State construction grant. Director's request to approve a contingency for unanticipated change orders in the amount of \$25,330 was discussed and tabled.

Maxwell's referendum proposition needs to be submitted to Paul Pelton, West Genesee School District on or before February 2, 2016.

COMMITTEE REPORTS:

L. Adorante distributed copies of the Friends of Maxwell 2015 Year in Review to all Board members. The Friends generously volunteered their time and creativity for three fundraising events, numerous raffles and holiday decorations and donated \$2081.64 for improvements to the library's collections, services and grounds.

NEW BUSINESS:

Resolved that, pursuant to General Municipal Law section 3-c(5), the Board of Trustees of the Maxwell Library overrides, for the 2016 fiscal year, the tax levy limit imposed by General Municipal Law section 3-c(3)

Motion to approve Tax Cap Override – MJ Copeland; second D. Curran
Carried 9 Yes, 0 No

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Resolved that the Board of Trustees of the Maxwell Memorial Library will submit to voters in a referendum on the West Genesee Central School District budget ballot on May 17, 2016, a proposition requesting a levy increase of \$66,000, to offset reductions in Town of Camillus funding of library services of \$33,000 in 2015 and \$33,000 in 2016, for a total tax levy amount of \$233,079 for the continuing support and maintenance of the free services that Maxwell Library offers to district residents.

Motion to approve a 2016 tax levy increase request of \$66,000

Motion to approve: K. Northrop; second D. Curran

Carried 9 Yes, 0 No

The 2016 proposed budget for Maxwell Library, initially presented to the Board at the August 2015 meeting was reviewed. Several lines were modified.

Motion to approve the 2016 budget as revised in the amount of \$366,500.

Motion to approve: S. York; second G. Francisco

Motion Carried 8 Yes 0 No [*one Board member needed to leave meeting at 9:00 PM*]

NEXT BOARD MEETING: Monday, February 22, 2016 6:00 PM

ADJOURNMENT: Meeting adjourned at 9:15 PM

Respectfully submitted,

Peg Elliott

Peg Elliott, Board Secretary