

**Aurora Free Library Board of Trustees & Special Association Meeting Minutes**  
**April 25, 2019**

**Present:** Rufus Bates, Ed Easter, Debbie Hoke, Steve Moolin, Julie Schneider, Ellen Baker-Wikstrom, Sandy Groth

**Newly Elected or Renewed Trustees:** Jim Burkett & Thea Miller

**Excused:** Barb Blom

**Call to Order at 5:25 pm**

**Consent Agenda** – Approved unanimously.

**Treasurer's Report** – Reviewed FY Q1 performance and balances. Noted that with Sandy & Susan filling in for Linda during her absence made staffing costs higher than budgeted.

**Director's Report** – Report accepted. 2018 Annual Report provided in Special Association Meeting.

**Fundraising Committee & Preservation Committee Reports** - None

**Morgan Opera House** – Performance schedule presented. Some dates still to be confirmed. Reported loss of \$2,000 funding from Delavan Foundation.

**Motions & Actions**

Ellen made motion to elect existing slate of officers to serve in their current positions for 2019. Ed seconded. Approved unanimously.

Steve made motion to hold Board meetings on the third Thursday of every month except for February when it will be held on the second Thursday. Debbie seconded. Approved unanimously.

Steve made motion to award Phelps SunGas Inc. of Geneva NY \$12,150 for new furnaces to serve Library and the MOH. Noted that this work is part of the Library Construction Aid applied for in August 2018. Seconded by Rufus. Approved unanimously.

**Central New York Community Foundation** – Discussion concerning notification that the CNYCF Board had approved a \$6,300 distribution from the AFL Agency account. Directed Steve to decline distribution and reinvest in Fund and to inquire what the \$6,300 represents – is it a calculation and drawing down the principal or coming out of account earnings? Also directed to inquire about frequency of account statements – last one received dated 12/31/18.

At 6:00 pm Steve made motion to adjourn regular Board meeting and open Special Association Meeting. Ed seconded. Approved unanimously.

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**Special Association Meeting**

No Association Members present in addition to the currently elected Board Members, Sandy Groth, Jim Burkett, and Thea Miller.

Sandy moved to appoint Jim Burkett for a second three-year term as Trustee. Ed seconded. Approved unanimously by Association Members.

Sandy moved to appoint Thea Miller to a first three-year term as Trustee. Ed seconded. Approved unanimously by Association Members.

No Trustee nominations were presented from the floor.

Sandy presented the 2018 Annual Report – text is attached to these minutes.

At 6:15 pm Steve moved close the Special Association Meeting and reconvene the regular Board meeting. Ed seconded. Approved unanimously by Association Members.

**Board of Trustees Goals for 2019/2020**

Debbie initiated a discussion about the need to study staffing including roles, responsibilities, and hours in light of recent and upcoming staff changes and to give Sandy more support in order for her to focus on programming. This was generally agreed and will be discussed at future meetings.

Steve presented his intention to focus his efforts on issues required by the new NYS Library Minimum Standards Law to take effect on 1/1/21 and to initiate a fundraising campaign for window replacement. He also announced his desire to move out of the President's role next year.

**Library Assistant Hiring Proposal**

Ed was excused from the meeting since he is an applicant for the Library Assistant position. A wide-ranging discussion was held including a review of the job description and terms of employment.

Ellen moved to authorize Sandy to hire a Temporary Part-Time Library Assistant based on the posted job description for 10 to 12 hours per week at \$14 to \$17 per hour until December 31, 2019 with a maximum spending of \$6,600 plus required benefits and insurances. Julie seconded. Approved unanimously by all present.

Steve was directed to follow up with Finger Lakes Library System in regards to benefits, insurances, and unemployment eligibility for this position.

**Steve motioned to adjourn the regular Board meeting at 7:25. Julie seconded. Approved unanimously.**