

Maxwell Memorial Library

2017 Annual Meeting

Minutes January 23, 2017

Present: Trustees Mary Jo Copeland, Gloria Francisco, Mike Dendis, Susan York, Lucille Adorante, Kris Northrop, Steve Mallory Director Katy Benson

Guests: Donna Breen, Frank Bellso, Cheryl Robinson

Call to Order: 6:01 pm

Motion to approve January 2016 annual meeting minutes. Unanimous all in favor.

President Mary Jo Copeland thanked all in attendance for their efforts to make the December 2016 Holiday party a success, it was well received by all.

Treasurer's Report: Frank Bellso/Mike Dendis

Total 2016 revenue: \$325,898

Total 2016 expenses: \$335,248

Total 2016 losses: \$9,350 (no capital improvements)

Retained earnings: \$35,421

Wages, books, utilities were all under budget.

Income difference: \$5,178

Capital improvements for 2016: \$253,720 (includes architect fees)

Cash balance as of 12/31/16: \$270,375

Receipts as of 12/31/16: \$325,898

Cash available as of 12/31/16: \$596,273

Expenses as of 12/31/16: \$393,164

Total balance as of 12/31/16: \$203,108

Library will receive \$33,000 from town of Camillus for the last time in 2017.

- Need to be VERY careful with expenses
- Mike Dendis, treasurer, needs to obtain current update/backup of finances from Frank Bellso

Motion to approve the 2017 Treasurer's Report as presented by Frank Bellso and Mike Dendis by Mary Jo Copeland, seconded by Susan York. Unanimous all in favor.

Election/Slate of officers:

Gloria Francisco nominates Steve Mallory for President. Mallory accepts the nomination.

Lucille Adorante – vice president

Susan York/Kris Northrop - co-secretary

Mike Dendis – treasurer

Motion to approve slate of officers by Gloria Francisco, seconded by Kris Northrop. Unanimous all in favor.

Directors Report: Katy Benson

2015- August 2016 library saw an upward climb in circulation. Renovations slowed this increase. Per Amanda Travis, our circulation numbers are in great shape.

Renovation expenses: \$254128

Donations: \$8,362

Fund raising: \$5677 (additional donations continue to trickle in)

Katy to look for leftover donation flyers to distribute to village businesses.

Motion to approve Director Benson's report to include in the report to the community by Mary Jo Copeland, seconded by Mike Dendis. Unanimous all in favor.

Banks for 2017:

The library will continue to do business with Key Bank (formerly 1st Niagara) and Geddes Federal Savings and Loan for 2017. Checking and savings accounts for the library are held with Key Bank; savings, retained earnings, and money market accounts are held with Geddes Bank.

Authorized signers for Key Bank checking and savings account:

Steve Mallory, Maxwell Library Board President

Lucille Adorante, Maxwell Library Board vice-President

Mike Dendis, Maxwell Library Board Treasurer

Susan York/Kris Northrop, Maxwell Library Board co-Secretary

Remove signers from Key Bank accounts:

Mary Jo Copeland

Authorized to make transaction on the Geddes Federal Savings and Loan account:

Steve Mallory, Maxwell Library Board President

Lucille Adorante, Maxwell Library Board vice-President

Mike Dendis, Maxwell Library Board Treasurer

Susan York/Kris Northrop, Maxwell Library Board co-Secretary

Remove signers from Geddes Federal Savings and Loan account:

Mary Jo Copeland

Motion to update signers as stated for Key Bank and Geddes Federal Savings and Loan made by Mary Jo Copeland, seconded by Mike Dendis. Unanimous vote in favor.

Appointment of new Trustees:

Donna Breen, term served 1/2017 – 1/2020.

Motion to accept Donna Breen as trustee to Maxwell Library Board by Susan York, seconded by Lucille Adorante. Unanimous vote in favor.

Reappointment of current Maxwell Trustees:

Gloria Francisco (2nd term), till 1/2018

Steve Mallory through 1/2019

Kris Northrop through 1/2018

Mike Dendis through 1/2018

Susan York through 1/2018

Lucille Adorante through 1/2018

Motion to approve the reappointment of the trustees as noted above by Gloria Francisco, seconded by Lucille Adorante. Unanimous vote in favor.

Credit Cards:

Look into investigating a new bank for visa credit card as well as new bank in place of Key Bank.

Motion to approve all credit cards, publication, and independent contractors and service providers per attached document provided we receive a signed contract from accountant Frank Bellso by Mary Jo Copeland, seconded by Donna Breen. Unanimous vote in favor.

Resolution to approve the tax cap override:

Motion to override the 2% tax cap for 2017 per attached document by Kris Northrop, seconded by Donna Breen. Unanimous vote in favor.

Levy amount:

Motion that we approve the resolution requesting a levy increase of \$56,000 for a total levy amount of \$289,079 as stated in the attached document by Lucille Adorante, seconded by Gloria Francisco. Unanimous vote in favor.

Budget:

Motion to approve the 2017 final budget in the amount of \$378,656 per the attached document by Gloria Francisco, seconded by Susan York. Unanimous vote in favor.

Meeting adjourned at 7:20 p.m.

Motion to adjourn the January 2017 Annual Meeting by Mary Jo Copeland, seconded by Lucille Adorante. Unanimous vote in favor.