

**BRIGHTON MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING**

**APPROVED MINUTES
April 15, 2019**

PRESENT

Linda Rapkin
Ruth Scott
Andrea Koch
Harriet Seigel
Joan Swanekamp

Jason DiPonzio
Dave King
Jennifer Ries-Taggart

NOT PRESENT

Ms. Rapkin, President of the Board, called the meeting to order.

I. MATTERS OF THE PRESIDENT

Ms. Rapkin wished everyone a happy, healthy, safe holiday.

Having no further Matters of the President, Ms. Rapkin moved to the Approval of Minutes.

II. APPROVAL OF MINUTES

The Minutes of March 18, 2019, were distributed for review and approval. Ms. Seigel **MOVED** and Mrs. Scott **SECONDED THE MOTION** to approve the Minutes of March 18, 2019. **THE MOTION WAS CARRIED UNANIMOUSLY.**

III. ACTION ITEMS

The Recommendation to Approve Submission of 2018 Annual Report to New York State was submitted for approval. Ms. Rapkin **MOVED** and Ms. Koch **SECONDED THE MOTION** to approve the Recommendation to Approve Submission of 2018 Annual Report to New York State. **THE MOTION WAS CARRIED UNANIMOUSLY.**

The Recommendation to Approve 2020–2022 Capital Improvement Plan (CIP) was submitted for approval. Mrs. Scott **MOVED** and Ms. Seigel **SECONDED THE MOTION** to approve the Recommendation to Approve 2020–2022 Capital Improvement Plan (CIP). **THE MOTION WAS CARRIED UNANIMOUSLY.**

There being no further Action Items, Ms. Rapkin moved to the Approval of Bills.

IV. APPROVAL OF BILLS

The List of Bills for April 2019 was submitted for approval in the amount of \$17,097.09. The List of Gift Fund Bills for April 2019 was submitted for approval in the amount of \$2,351.50. The 2018 Gift Fund Annual Report was submitted for receipt and filing. Ms. Seigel MOVED and Ms. Swanekamp SECONDED THE MOTION to approve the List of Bills and the List of Gift Fund Bills for April 2019 and to receive and file the 2018 Gift Fund Annual Report. THE MOTION WAS CARRIED UNANIMOUSLY.

V. OTHER BUSINESS

A motion was made to go into Executive Session to discuss the employment of a particular person. Ms. Rapkin MOVED and Mrs. Scott SECONDED THE MOTION to go into Executive Session. THE MOTION WAS CARRIED UNANIMOUSLY.

A motion was made to go out of Executive Session. Mrs. Scott MOVED and Ms. Seigel SECONDED THE MOTION to go out of Executive Session. THE MOTION WAS CARRIED UNANIMOUSLY.

There being no further business, Ms. Swanekamp MOVED and Ms. Koch SECONDED THE MOTION to adjourn the meeting. THE MOTION WAS CARRIED UNANIMOUSLY. Ms. Rapkin adjourned the meeting.

Respectfully submitted,
Kathy Whitbeck

DATES TO REMEMBER:

Annual Volunteer and Staff Recognition Dinner	May 16, 2019, at 5:30 PM Locust Hill Country Club
May Board Meeting	May 20, 2019, at 4:30 PM Founder's Conference Room