

**BRIGHTON MEMORIAL LIBRARY  
BOARD OF TRUSTEES MEETING**

**APPROVED MINUTES  
January 15, 2018**

**PRESENT**

Linda Rapkin  
Ruth Scott  
Andy Kappy  
Kathy Miller

Jason DiPonzio  
David King  
Jennifer Ries-Taggart

**NOT PRESENT**

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

**I. MATTERS OF THE PRESIDENT**

Interviews will be held next week for a board member to fill Mr. Russell's seat; Ms. Rapkin and Ms. Ries-Taggart will be present. After the interviews, Ms. Rapkin will contact the other board members to decide on a candidate to recommend to the Town Board.

Ms. Ries-Taggart spoke with Mr. Eric Bach, an attorney at Harris Beach, for preliminary information about setting up a foundation for the library. After a discussion of this initial information, Mrs. Scott **MOVED** and Ms. Miller **SECONDED THE MOTION** to proceed with the process of setting up a foundation for the library. **THE MOTION WAS CARRIED** with three votes in favor and one abstention.

The Board tasked Ms. Rapkin and Ms. Ries-Taggart with crafting a more efficient method of reviewing the monthly library bills.

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

**II. APPROVAL OF MINUTES**

The Minutes of December 18, 2017, were distributed for review and approval. Ms. Miller **MOVED** and Mr. Kappy **SECONDED THE MOTION** to approve the Minutes of December 18, 2017. **THE MOTION WAS CARRIED** with three votes in favor and one abstention.

### **III. ACTION ITEMS**

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

### **IV. APPROVAL OF BILLS**

The Addendum List of Bills for December 2017 was submitted for approval in the amount of \$9,865.75. The List of Bills for January 2018 was submitted for approval in the amount of \$17,740.63. The List of Gift Fund Bills for January 2018 was submitted for approval in the amount of \$164.08. Ms. Miller MOVED and Mrs. Scott SECONDED THE MOTION to approve the Addendum List of Bills for December 2017 plus the List of Bills and the List of Gift Fund Bills for January 2018. THE MOTION WAS CARRIED UNANIMOUSLY.

### **V. OTHER BUSINESS**

The Board agreed that all BML revenues should be included in the revenue column of the monthly Library Board usage table. Moving forward, printing, copying and sales revenues will be added to the fines and fees revenue total. The Business Office will continue to track these figures separately, as well.

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

Respectfully submitted,  
Kathy Whitbeck

### **DATES TO REMEMBER:**

February Board Meeting

February 19, 2018, at 4:30 PM  
Founder's Conference Room