

**Seymour Public Library Board of Directors
REGULAR MEETING MINUTES
May 21, 2009**

Present: Kristine Bourret, Loreen Coe, Brian Koskelowski, Steve Kulas, Pauline Lounsbury, Dorie Poeta, Robert Potash, Susan Strumello, Carol Ralston

CALL TO ORDER convened at 7:05 p.m. with pledge of allegiance led by Dorie Poeta.

APPROVAL OF MINUTES from April 16, 2009 meeting approved with no discussion.

Motion to Accept: Brian Koskelowski; Second: Steve Kulas 5-2-0

TREASURER'S REPORT: Accepted after brief discussion.

Motion to Accept: Steve Kulas, Second: Brian Koskelowski

LIBRARIAN'S REPORT: The library will host the annual Preschool graduation for Head Start and School Readiness Program on June 6, 2009. Summer reading club schedule will be completed.

Motion to Accept: Steve Kulas; Second: Brian Koskelowski. 7-0-0

OLD BUSINESS:

Regarding questions concerning group purchase of oil by the Town:

In regards to questions of oil purchase, Arum & Associates handout was distributed which explains the cooperative purchasing with other towns and school districts.

Investment policy was clarified but may come under discussion at another meeting.

Relevant sections of the Town Charter and CT State Statutes were reviewed as they applied to Board authority over expenditure of endowment and town funds. Major repairs for the library are covered under the town's jurisdiction. Small emergency repairs are done with endowment funds. Hamel Fund monies are used to purchase books and materials. Wooster Fund covers general expenditures. Interpretation of the charter reads that the whole board needs to approve expenditures.

Board will continue to discuss transfer of funds within the approved budget. Questions were raised about by-laws and how other libraries handle this. Carol will look to the Monroe Library as they have the same governing body as Seymour.

Steve Kulas made a motion to include the Vice Chair in the list of board members authorized to sign checks.

Motion to Accpet: Brian Koskelowski; Second: Steve Kulas. 8-0-0

***Note:** Vote went up due to one board member arriving late.

Authority vested with Board for expenditures discussed. Minutes from February 2007 were read stating that approval of a monthly purchase request by the Board Chair would be acceptable if a regular meeting did not occur. However, the Board also wanted the Treasurer's approval as well. Therefore both Chair and Treasurer would be allowed to approve and sign a monthly purchase request.

Board discussed time element to obtain signatures if both Chair and Treasurer are not available. Chair, Treasurer and Vice Chair have authority to sign checks. The likelihood of being unable to reach any of them to obtain signatures is unlikely.

Steve Kulas made a motion to include the Vice Chair in the list of board members authorized to sign checks.

Motion to Accept: Brian Koskelowski; Second: Robert Potash. 8-0-0

MATERIAL EXPENDITURES: Proposed expenditures were approved.

Motion to Accept: Brian Koskelowski; Second: Steve Kulas. 8-0-0

OTHER BUSINESS: Agenda for June should include discussion of the creation of a library foundation.

Next meeting: June 18, 2009

Respectfully submitted: Cheryl Abbott, Recording Secretary