



MEETING

BOARD OF TRUSTEES

November 8th, 2016

LOCATION: POUND RIDGE LIBRARY DISTRICT

TIME: 7:30 P.M.

- 7:30 - 7:35 pm Call to Order and Quorum Count
- 7:35 - 7:40 pm Motion to Conduct Executive Session Pursuant to Open Meetings Law §§105 for the Purpose of Receiving Police Chief Ryan's Report
- 7:40 - 8:30 pm Executive Session
- 8:30 pm Resume Open Meeting
- 8:30 - 8:45 pm Review of Replies to Library Assistant Canvass Letters
- 8:45 - 8:55 pm Discussion of Reducing Library Hours
- 8:55 - 9:05 pm Credit Card Signatories
- 9:05 - 9:15 pm Public Comments
- 9:15 pm Adjournment of Opening Meeting

Present: Pat Dauer, Michele Gage, Gerry Kaplan, Miriam Schindel, Carl Weinberg.

A Quorum was present throughout the meeting.

The meeting opened at 7:25pm.

Board went into Executive Session at 7:25pm

Chief David Ryan presented his report on the credit card investigation which remains open.

Executive session ended at 8:25pm

Open session begins at 8:30pm

Update on Library Canvass Letters for positions of Staff Assistant/Library and Library Assistant. Eligibles have until Nov. 17th to respond.

Update on credit card policy:

The new policy reads:

The sole purchaser must be approved by the Board, and the credit card will be under the name of the library. The purchases may include library books and other materials, subscriptions, library supplies, food for library events, equipment. Charges over \$500 must first be approved by the board. A confirmation/receipt for each purchase must be printed out, and that and the packing slip showing delivery must accompany each purchase submitted for payment. After that, the purchase must conform to purchase policy above.

Discussion about closing the Library on Sundays due to staffing shortages.
Motion to close Library on Sundays temporarily beginning November 27th,
seconded and approved unanimously.

No member of the public was present to offer comment.

Public session closed at 9:30pm.

Meeting adjourned at 9:30pm.

Next scheduled meeting is Nov. 15, 2016.

Open session begins at 8:30pm

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