**BOARD OF TRUSTEES MEETING**

# Carman Community Room

**Wednesday, July 11, 2018 at 6:30 p.m.**

**REORGANIZATIONAL MEETING 2018-2019**

1. CALL TO ORDER
2. SALUTE TO THE FLAG
3. ELECTION OF OFFICERS: Budmen and Schapley representing the Nominating Committee will present the slate of officers and appointments for 2018-2019.
4. APPOINTMENTS
5. Clerk to the Board: Martina St.Leger
6. Treasurer: Carol-Anne Mathews
7. Internal Auditor: Sherry Chaar
8. Official Newspaper: The Post Standard
9. Attorney: Robert Germain of Germain & Germain LLP, legal counsel, Labor Relations and employment matters
10. Record Access Officer/FOIL officer: Martina St.Leger
11. Records Retention Officer: Martha Hopper
12. ADOPT 2019 ANNUAL CLOSING CALENDAR: Calendar was approved for First Reading in June with final adoption at the July Meeting
13. DESIGNATE MEETING DAYS
14. SET PETTY CASH-ON-HAND AMOUNT
15. SET MILEAGE REIMBURSEMENT RATE: The standard mileage rate for the use of a car (also vans, pickups or panel trucks) will be 54.5 cents per mile for the calendar year 2018. The standard mileage rate is likely to change on January 1, 2019.
16. APPROVAL OF CHASE AND KEY BANK WITH AUTHORIZED SIGNATURES
17. APPROVAL OF SALARY SCHEDULE: Civil Service Requirement
18. TRUSTEE AND ADMINISTRATOR POLICY AFFIRMATION AND DISCLOSURE STATEMENT: Annual Conflict of Interest Policy
19. ADJOURNMENT

**REGULAR MEETING**

1. CALL TO ORDER
2. CORRESPONDENCE
3. AGENDA CHANGES
4. CONSENT AGENDA
5. Approval of June 13, 2018 Regular Meeting Minutes
6. Approval of Monthly Bills for June
7. REPORTS TO THE BOARD
8. Treasurer’s Report
9. President’s Report
10. Director’s Report
11. OCPL Report
12. ITEMS FOR ACTION AND DISCUSSION
13. Surplus List of Obsolete Equipment.
14. Richberg Fund

The library received notification of the distribution amount available ($13,300) this year from the *Alfred W. Richberg Fund for Liverpool Public Library*. The library is required to submit a proposal documenting how it plans to utilize the annual distribution. The fund description indicates that the annual grant is to be used for “student services”.

1. Personnel
2. OPEN FORUM
3. BOARD FORUM
4. EXECUTIVE SESSION –
5. ADJOURNMENT