

116th ANNUAL MEETING

of the

Swan Library Association

“Pursuant to Article III, Section 4 of its by-laws, this being the first Monday in May, I call the 116th Annual Meeting of the Hoag Library of the Swan Library Association to order. The time is 12 noon, Eastern Daylight Time.

This year there are 4 vacancies for the office of Trustee, two full, 4 year terms, and 2 partial terms. However, there are only two candidates. The Trustees will appoint individuals to the unfilled term until the next Annual Meeting. In addition, the Mayor of the Village of Albion is able to sit as a Trustee or appoint a qualified member of the Association to sit in his stead.

At the regular February meeting of the Library Trustees, it was determined that this election and Annual Meeting will follow the format originally adopted March 12, 2008 and successfully used at Annual Meetings thereafter.

Election shall be by paper ballots, submitted by qualified members of the Association from this point until 7 PM this evening. At 7 PM, those qualified voters either registered or in a definite position to register will be allowed to cast ballots, but subsequent voters will be turned away. Qualified members of the Association must be 18 years of age and have lived in the service area of the Library for at least 30 days on the day of the Annual Meeting.

There will not be an opportunity to nominate from the floor.

Are there any questions?

At this time, I declare this Annual Meeting in recess until a time certain to allow for the casting of ballots. This meeting will reconvene at this same place at 7PM this evening for the purpose of receiving various reports and conducting the necessary business of the Association.”

The following members of the Association were in attendance:

Kevin Doherty Karie Deegan Barb Kyler

Pursuant to Article III, Section 4 of the By-Laws, and this being the first Monday in May, Kevin Doherty, Trustee President, called the 116th Annual Meeting of the Swan Library Association to order at 19:02.

Attendance: Kevin Doherty, Jan Albanese, Karie Deegan, Carol Miller, Terry Wilbert, Barb Kyler, Dana Kyler, Cheryl Mowatt, Hollis Ricci-Canham, Kim Pritt, Diana Dudley, Ava Goyette, Kay Wilbert, and Sandy Andrews.

Motion to waive the reading of the 2015 Annual minutes made by C. Mowatt and seconded by J. Albanese. All in favor. Accepted.

Opening Remarks: President Kevin Doherty introduced the Board of Trustees and acknowledged the service of retiring Trustees: Jan Albanese, Kim Pritt and Natalie McCue. The two petitions that were received were voted upon throughout the day and Hollis Ricci-Canham with 29 votes, and Kevin Doherty with 17 votes. There are still a few positions that need to be filled on the Board and board members will

work with community members on appointments Update on Solar Panel installation and workings. Community needs to be aware that this only impacts on the electricity charges not the delivery fees from the electric company. We haven't reduced demand yes, but we have decreased the electric delivery. We are still waiting on the Kiosk. Also the panels can't store electricity that it obtains for a later time. Special thanks to Bill Latin who has donated all the vases that sit atop of the window ledge in the meeting room. He also maintains the display cases from the old Swan building which is currently set to Art Nuevo. Tax levy of an increase of 1% is proposed on the school vote. Kevin spoke with regards to the challenges of the past year, and our renewed efforts to provide the best services for the community.

Additional Business: We owe \$1,742,00.00 as of May 1, 2015. Out of 195 pledges, 127 are paid in full and 20 are in arrears. Leaving a total of approximately \$51,000 still to collect.

Committee Reports:

Treasurers Report: Given by Carol Miller.

Members of the Treasurers committee- Kevin Doherty, John Andrews, Carol Miller and Terry Wilbert.

Goals: To continue track and budget the Library's money. Also, to demonstrate fiscal accountability to members, tax payers, and the community.

Accomplishments: Review the 2015 budget and propose the budget for 2016.

Sale of Burrows Building \$50,000 paid on Short term note at Farm Credit. \$100,000 donation by Mr. and Mrs. Hoag used to pay down debt with Farm Credit

From last May to this May:

Personnel Report:

Members:

Goals: Review the Personnel Manual and bring into compliance with the ever changing laws. While we have updated several policies this is still a work in progress.

Directors Report:

Planning Committee Report: Given by Jan Albanese.

Members: Jan Albanese, John Andrews, Kim Pritt and Karie Deegan, Betty Sue Miller Library Director

Over the past year a great accomplishment was achieved- the production of a new Employee Handbook. An in-service was provided to employees with the full overview being made, page by page. In addition, an insert is included on the history of the library, which was updated by John Andrews, who left us... too soon and with heavy hearts.

The committee will also bring a new Patron Policies Handbook, to the Trustees, at their regular May meeting for approval. Our hope is to have both of these electronically available through the Hoag website in the very near future. The Board Policies handbook should be forth coming.

A Five Year Plan, for the years 2016-2020, was developed and approved by the Trustees in January. I am happy to report that the goals of Year One are well on their way to completion. I would like to thank the committee members for their additional time commitment and task dedication. Respectfully submitted
by: Jan Albanese, Chair

The Planning Committee meets monthly in addition to the Trustees Meetings.

FRIENDS: Friend of the Library is a continued work in progress. The release of their 990 and audit was requested. The bookstore continues to sell used books. The friends are looking for a 2 sided LCD sign that will meet Village requirements, as well as not block any views. King and King will weigh in on the renderings and placement of sign. They will continue to look into further into funding options for proposed sign.

NEW BUSINESS: None at this time.

Upcoming Dates:

School Board informative Meeting May 10, 2016 (LGI)

School Board Vote May 17, 2016

19:33 Motion to adjourn made by K. Pritt and seconded by Dana Kyler. All in favor. Accepted.

Respectfully submitted,

Karie Deegan

Board of Trustees, Secretary