



585.359.7092
hplinfo@libraryweb.org

Henrietta Public Library
455 Calkins Road
Rochester, NY 14623

**Board of Trustees Meeting Agenda
Wednesday, May 13, 2015
5:00 p.m.**

APPROVAL OF MINUTES - April 8, 2015

CORRESPONDENCE

DIRECTOR'S REPORT

FINANCES

1. Expense Control Report
2. Revenue Report
3. Payment Library Bills
4. Trustee Accounts
5. Trustee Endowment
6. Friends Account

COMMITTEE REPORTS

UNFINISHED BUSINESS

NEW BUSINESS

1. Participation in Town of Henrietta Memorial Day Parade

FUTURE AGENDA ITEMS

1. Board President Presents Written Evaluation to Director
2. Review Computer and Internet use Policy

FUTURE ACTIVITIES

NEXT MEETING - June 10, 2015

ADJOURN



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Present: David McNitt, Tina Thompson, Adrienne Furness, Virdell Robbins and Lynn Neill
Absent: Timothy Chapman, Brigid Ryan, and Janet Zinck

The meeting was called to order at 5:00 pm by President David McNitt. (The meeting was early to accommodate attending the Chamber of Commerce Awards Ceremony).

The minutes of April 8, 2015 were approved as distributed.

We discussed the information included in IRS Form 990.

Correspondence
None

Director's Report
The Director's Report was reviewed.

Surplus Items
Motion: Virdell Robbins
To declare Inventory #3430 a wire display and #2107 a file drawer as surplus.
Seconded: Tina Thompson
Motion carried

Finances
Payment of Library Bills
Motion: Tina Thompson
To approve Abstract #5 Claims 82-105 for a total of \$48,006.06.
Seconded: Virdell Robbins
Motion carried

Committee Reports
None

Unfinished Business
None



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New Business

The Town of Henrietta Memorial Day Parade is Sunday, May 17. We will have some Girl Scouts marching with us and helping to hand out books to children.

Tina asked for volunteers in presenting the Minerva Campbell Literary Contest Awards.

Virdell, Tina, and Adrienne went on a tour of the new Irondequoit Library and talked about their visit.

IRS Form 990

Motion: David McNitt

To authorize the president to sign Form 990 as is and to submit the questions that Timothy Chapman has raised to the accountant for points of clarification.

Seconded: Virdell Robbins

Motion carried

The meeting was adjourned at 5:30 pm by President David McNitt.

Respectfully submitted,

A handwritten signature in cursive script that reads "Tina Thompson".

Tina Thompson
Secretary Pro tem