

**Chautauqua Cattaraugus Library System Board of Trustees Meeting  
Randolph Library, Randolph, NY.  
February 14, 2018**

The Board of Trustees of the Chautauqua-Cattaraugus Library System met on Wednesday, February 14, 2018 at the Randolph Library with Barb Kittle presiding.

Attendance: Barb Kittle, President; Don Watkins, Vice President; Paul Benson, Treasurer; Karen Dennerlein, Secretary; Rob Lanza, Harry Wolfrom, Don Butler, Trustees; Eli Guinnee, System Director.

Public Comment: None.

Consent Agenda:

**Resolved:** That the Consent Agenda including minutes from the December 13, 2017 meeting be approved. (Watkins/Lanza) Carried.

Treasurer's Report:

**Resolved:** That the Treasurer's Report including December and January Balance sheets, budget reports from 2017 and January 2018, and a report of CCLS year end unrestricted Net Assets 2010-2017 be approved. (Watkins/Wolfrom) Carried.

Unfinished Business:

- a) **Resolved:** That the By-Laws revision to add the word "**full**" when describing two successive terms be approved. (Lanza/Benson)
- b) A discussion was then held regarding e-book purchasing, use, and an Overdrive report. Circulation and purchasing are both up.

New Business:

- a) New Board member, Don Butler was welcomed and signed the oath.
- b) As per Lexie Schosek at Northwest Savings Bank (NWSB), the following is required to update CCLS checksigners:  
**Resolved:** That Robert Piede be removed as a checksigner from Acct#6692, And that Donald Butler be added as a checksigner to Acct#6692.  
The complete current list of checksigners resulting from the removal and addition of signers by Acct#(last four digits only) are as follows:
  - Acct#2518- Eli Guinnee, Paul Benson, Karen Dennerlein
  - Acct#2708-Eli Guinnee, Paul Benson, and Karen Dennerlein
  - Acct# 6692-Eli Guinnee, Paul Benson, Karen Dennerlein, Lynn Warner and Donald Butler.
  - CCLS maintains its policy of requiring two signers for each check.(Benson/Watkins) Carried.
- c) **Resolved:** That the 2018 Materials Grant Plan as presented be approved. (Lanza/ Butler) Carried.

d) **Resolved:** That the revised Construction Grant Procedures with the timeline subject to change be approved. (Watkins/Benson)

e) **Resolved:** That the ILS RFP policy be approved. (Lanza/Watkins) Carried.

Director's Report: Eli Guinnee's report on System activities was presented, discussed and warmly received.

Adjournment.

The next meeting will be held on April 11, 2018 at the Randolph Library.

Respectfully submitted by Karen Dennerlein, Secretary.