

Administration Committee October 8, 2014

PRESENT: Antonio Booth, Matthew Graff, Mary Muller, Carol Rosenthal, Tim Burke, Heidi Fuge
EXCUSED: Jeremy Martelle

3:30 PM – Meeting called to order

I. 2015 ANNUAL MEETING SITE

H. Fuge reported that she and T. Burke visited the Country Club of Troy as a possible site for the June 10, 2015 annual meeting. The location has good possibilities including an outdoor patio and lawn. The menu, as presented to us, offered sit-down dinners at \$45 but the banquet manager seemed willing to negotiate that cost.

M. Graff noted that several of his trustees are retirees on fixed incomes and the \$40 per person cost was as high as they would want to go.

Consensus that this would be a good location for the meeting if the cost per person could be negotiated to \$40.

II. PROPOSED CONFLICT OF INTEREST & WHISTLEBLOWER POLICIES

T. Burke explained that the Conflict of Interest policy is now required by the new Not-for-Profit Revitalization Act. The Whistleblower Policy is not required of an organization our size but he felt that it would set a good, usable example for those member libraries that will be required to have this policy also. He developed these policies using templates from a variety of library sources and then consulted with an attorney as to their validity.

MOTION: C. Rosenthal moved to recommend Board acceptance of the Conflict of Interest Policy as presented. A. Booth seconded. Unanimous.

MOTION: M. Graff moved to recommend Board acceptance of the Whistleblower Policy as presented. C. Rosenthal seconded. Unanimous.

III. COMMITTEE CHAIR

MOTION: M. Muller moved to appoint A. Booth as Chair of the Committee. C. Rosenthal seconded. Unanimous.

Heidi A. Fuge
10/9/14