

The Community Library  
Board of Trustees Meeting  
June 8, 2017

Call to Order:

As a quorum was present, President Ken Hotopp called the meeting to order at 1:00 p.m.  
Present: Harriet Berard, Linda Carpenter, Virginia Downs, John Hart, Ken Hotopp, Dee Neary, Janet Sand, Jean Stennett, Devon Hedges. Excused: Ruth Ashworth, Terry Keller, Jerry Peters.

Communications:

Mr. Hedges is in contact with Matt Galasso regarding his Eagle Scout project of erecting the signage for an historical marker.

Minutes:

Ms. Stennett made a motion, seconded by Ms. Carpenter, and unanimously approved to accept the May 2017 minutes.

Director's Report:

Mr. Hedges informed the trustees that work is progressing to repair the basement drainage problem.

Mr. Hedges announced that MVLS is hosting a workshop on sustainable funding for libraries in Rotterdam on June 14 at 6:00 p.m.

Treasurer's Report:

Mr. Hart outlined the financial report for the month of May. After Mr. Hart's presentation of the bills, Mr. Hart made a motion, seconded by Ms. Carpenter, and was unanimously approved to pay the bills.

May Payroll:

Gross Pay	\$10,707.72
Taxes	\$156.38
Benefits	\$1,179.29
Total	<u>\$12,043.39</u>

Committee Reports:

Facilities:

After a brief discussion, Mr. Hart made a motion, seconded by Mrs. Berard, and unanimously approved to table the topics of clean-up day, tobacco-free zone signs, and the chain-link fence/vines at the northeast corner of the property until the July meeting.

Policy:

Mrs. Sand presented the Travel Reimbursement Policy. During discussion, Mr. Hart suggested that "damage to personal vehicle" should be added to the list of expenses not eligible for reimbursement. With this amendment added, the trustees unanimously approved this policy.

Board Development:

Mrs. Neary indicated that she is preparing a survey for the patrons/public seeking suggestions to meet the needs of the community.

As a result of the public voting for the library budget and for trustees, Mrs. Sand was reelected to another term. The write-in votes for the second trustee position: Tim Snyder-11; Larry Rockwell-4; Cathy Weidman- 3 ; and several individuals with a single vote. These individuals will be contacted, and if necessary, the single votes will be contacted in alphabetical order.

**Building:**

The next meeting with Mr. Mays is scheduled for the evening of June 29.

**Financial Structure:**

Mrs. Neary reported that information found indicated that the school treasurer would also be the school district library's treasurer. This possibility will be investigated with the school personnel.

Mrs. Neary outlined the duties of the treasurer and listed financial aspects that should be separate from the treasurer.

Mrs. Neary indicated that the financial structure committee will be seeking additional information.

**New Business:**

At the July meeting the 2017-2018 officers and committees will be determined.

**Important dates:**

The next regular board meeting is Thursday, July 13 at 1:00 p.m.

**Adjournment:**

Mrs. Downs made a motion, seconded by Ms. Stennett, and unanimously approved to adjourn at 2:31 p.m.

Submitted by Virginia Downs