

The Community Library  
Board of Trustees Meeting  
July 13, 2017

Call to Order:

As a quorum was present, President Ken Hotopp called the meeting to order at 7:00 p.m. Present: Ruth Ashworth, Harriet Berard, Linda Carpenter, Virginia Downs, John Hart, Ken Hotopp, Dee Neary, Jerry Peters, Larry Rockwell, Janet Sand, Jean Stennett, Devon Hedges.

Guests:

Liz, a frequent library patron, explained that she was upset by a fine for a damaged book. There appeared to be a discrepancy in the details. Ms. Stennett made a motion, seconded by Mr. Peters, and unanimously approved to forgive the fine.

Matt Galasso, an Eagle Scout, explained that his historical sign would be erected on library property when completed.

Minutes:

Mr. Hart made a motion, seconded by Mr. Peters, and unanimously approved to accept the June 2017 minutes.

Communications:

Mr. Hotopp informed the trustees that a letter had been received from Mr. Lamont indicating that the library will be receiving approximately \$28,500 from the estate of Marion Borst by the end of the year.

Director's Report:

Mr. Hedges indicated that the various summer reading programs are robust in numbers and in enthusiasm. There was a discussion pertaining to the use of old children's computers.

Treasurer's Report:

Mr. Hart reported that there was a donation of \$1500 from Henry Lamont in memory of his mother, Rie Lamont, and a \$20 donation from the Golding Library Comic Committee.

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

June Payroll:

Gross Pay	\$11,196.55
Taxes	\$111.60
Benefits	\$1,281.72
Total	<hr/> \$12,589.87

Committee Reports:

Facilities:

Mr. Peters reported "mission accomplished" in regard to the trustees' spring clean-up day.

Mr. Hart volunteered to erect the exterior signage.

Ms. Stennett made a motion, seconded by Mrs. Ashworth, and unanimously approved to contract with our landscaping company to remove the back fence with the vines for a cost not exceeding \$500.

Policy:

Mrs. Sand reported that the committee is presently working on the confidentiality policy.

Board Development:

Mrs. Neary presented the slate of officers for 2017-2018.

President - Ken Hotopp

Vice President - Jean Stennett

Secretary - Virginia Downs

Treasurer - John Hart

Historian - Harriet Berard

The slate of officers was unanimously approved.

Mrs. Neary presented Mr. Rockwell, the newly elected trustee for the library, with the Trustee Orientation handbook which she summarized for the board.

Mrs. Neary distributed a brief community survey to trustees requesting they seek community suggestions.

Mrs. Berard made a motion and seconded by Mrs. Neary to purchase for the trustees t-shirts with the library logo to identify the trustees and to promote the library. After discussion, Mrs. Berard withdrew the motion.

Mrs. Downs suggested a plaque be erected in the library thanking individuals for their donations. After discussion, it was agreed this idea would be investigated further by the committee.

Building Committee:

Mrs. Berard indicated that the committee will meet August 2, at 1:00 p.m. and August 21 at 10:00 a.m.

Financial Structure:

Mr. Peters announced a meeting Monday, July 17, at 10:30 a.m.

New Business:

Mr. Rockwell and Mrs. Sand signed the Oath of Office document.

Each trustee signed the Conflict of Interest form.

The committee members will remain the same. Mr. Rockwell will indicate his preference at the August meeting.

Other Business:

Mr. Hart will be unavailable August 4-14, and Mr. Peters will assume treasurer's responsibilities during this time.

Important Dates:

The next regular board meeting will be August 10 at 1:00 p.m.

Adjournment:

Mr. Hart made a motion, seconded by Mr. Peters, and unanimously approved to adjourn at 3:00 p.m.

Submitted by Virginia Downs