

The Community Library  
Board of Trustees Meeting  
May 11, 2017

Call to Order:

As a quorum was present, President Ken Hotopp called the meeting to order at 1:03 p.m.  
Present: Ruth Ashworth, Harriet Berard, Virginia Downs, John Hart, Ken Hotopp, Dee Neary, Jerry Peters, Janet Sand, Jean Stennett, Devon Hedges. Excused: Linda Carpenter, Terry Keller.

Guests:

Ms. Linda Wegner and Ms. Deeyanira Cisneros, representatives from Advancing a Tobacco Free Community, attended the meeting to present four exterior "no-smoking" signs and to express their appreciation for the library's support.

Minutes:

Mr. Hart made a motion, seconded by Mrs. Sand, and unanimously approved to accept the amended minutes of April 2017.

Communications:

Mr. Hedges indicated he will be attending a Downtown Revitalization meeting.  
As a member of MVLS's Joint Automation, Midtel will be providing additional services to our library.

Director's Report:

Mr. Hedges indicated that the Summer Reading Program is being developed.  
On May 25, the County Emergency Service will be meeting at the library for a day of training.

Treasurer's Report:

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

April Payroll:

Gross Pay	\$11,202.38
Taxes	\$159.39
Benefits	\$1,207.49
Total	<u>\$12,569.26</u>

Committee Reports:

Finance:

Mr. Hart indicated that the IRS 990 form has been completed.

Facilities:

Monday, May 15, at 9:00 a.m. the trustees will meet for a "clean-up day"

Policy:

Mrs. Sand presented the revised Internal Claims Audit policy. After discussion, the policy was unanimously approved.

The next meeting of the policy committee will be May 15 at 1:30 p.m.

**Building:**

The building committee will meet May 16 at 1:00 p.m.

There will be a follow-up public meeting with Mr. Mays on May 25 from 7:00-8:00 p.m.

**Financial Structure:**

The committee will meet Tuesday, May 30, at 10:30 a.m.

**New Business:**

The trustees discussed employee health insurance policies. Ms. Stennett made a motion that the library pay \$390 a month, which reflects the increase in cost, until the end of 2017. Mrs. Berard seconded the motion, and it was passed with one nay.

Ms. Stennett also made a motion, seconded by Mrs. Sand, and unanimously approved requesting that the personnel committee formulate a long-term plan to reflect the library's compensation for predicted increased payments for health care.

Ms. Stennett then rescinded her other previous motions.

**Other Business:**

Mr. Hotopp, Mrs. Berard, and Mr. Hedges represented our library at the annual MVLS dinner.

**Important Events:**

Library Vote -Tuesday, May 16, 9:00 a.m. to 9:00 p.m.

Next regular board meeting - Thursday, June 8, 2017 at 1:00 p.m.

**Adjournment:**

Ms. Stennett made a motion, seconded by Mr. Hart, and unanimously approved to adjourn at 3:02 p.m.

Submitted by Virginia Downs