

The Community Library  
Board of Trustees Meeting  
October 12, 2017

Call to Order:

As a quorum was present, President Ken Hotopp called the meeting to order at 1:05 p.m. Present: Harriet Berard, Linda Carpenter, Virginia Downs, John Hart, Ken Hotopp, Dee Neary, Jerry Peters, Larry Rockwell, Jean Stennett, Devon Hedges. Excused: Ruth Ashworth, Janet Sand.

Communications:

Mr. Hart reported that the library will be receiving in the near future approximately \$46,000 from the Decker estate.

Mr. Hart also reported that the library had received a check for \$50 from the Peaceable Day Quilt Guild.

Minutes:

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

Director's Report:

Mr. Hedges indicated that he is seeking a second vendor for the light bulb replacement project.

The self-flush toilet in the basement is still an issue until the plumber has time in his schedule to fix it.

Mr. Hedges reported that Ms. Patrice Mai-Snyder has submitted her resignation. Mr. Hedges suggested that the personnel committee conduct an exit interview with her.

MVLS will conduct their Board of Trustees meeting at our library on October 19 at 10:30 a.m.

Mrs. Berard volunteered to represent our board at this meeting.

Treasurer's Report:

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

September Payroll:

Gross Pay	\$8,963.54
Taxes	\$70.27
Benefits	\$1,468.27
Total	<u>\$10,502.08</u>

Committee Reports:

Personnel:

Ms. Stennett reminded the trustees that the director evaluations are due by October 15.

At the personnel committee's recommendation, Ms. Stennett made a motion to pay no more than \$263.25 per month toward the Library I's health insurance .

Policy:

Mrs. Neary indicated the question pertaining to paid sick leave will be evaluated by the personnel committee.

Mrs. Neary reported that the policy committee was recommending that the by-law be changed to indicate there will be eleven trustees on the board. This motion was unanimously approved.

Board Development:

Mrs. Neary presented the trustees the results of the community survey.  
At Mr. Peters' suggestion, the board agreed to reflect on the results in order to discuss implementation of suggestions at the November meeting.

**Building:**

Mrs. Berard requested that Mr. Tim Snyder be asked to attend the next meeting with Paul Mays to elicit requests from the Historical Society in regard to their room.  
Mrs. Berard volunteered to contact the DuMond Family to determine if there are limitations pertaining to the use of the Library's History Room which they donated.  
Mr. Hedges will indicate to Paul Mays the concerns with the current proposal.

**Financial:**

Mr. Peters reported that he has been in discussion with Ms. Lynn Lawyer, a local accountant, in regard to reorganizing the library's financial structure.

**New Business:**

Ms. Stennett will organize a staff appreciation get-together this autumn.  
Mr. Rockwell will be asked to choose committee membership at the November meeting.

**Important Events:**

11/9 1:00 p.m. Next regular board meeting

**Adjournment:**

Mr. Hart made a motion, seconded by Mr. Peters, and unanimously approved to adjourn at 2:45 p.m.

Submitted by Virginia Downs