

Library Trustees Meeting Minutes

Wednesday, August 14, 2019 at 4:05 pm

A. Attendance and Additions to Agenda

Members Present: Jim Fowler, Maureen Spilsbury, Pat Meissner, Anne Williams, Becky Bailey, Judi Baraly, and Holly Shaw (Director).

Excused: Marie Weller

Additions to the Agenda: None

B. Minutes, June 2019

Minutes from the regular meeting in June were reviewed. Judi moved to accept, Becky seconded. Motion passed.

C. Standing Reports:

Treasurer's Report: Maureen presented reports for June and July, 2019. The Treasurer will correct the July report regarding the account charged for the cost of Stephen Corning's program. The charge should have been posted to account 1010085. Motion to accept June report as presented and July report, with said correction, was made by Pat, Judi seconded. Motion passed.

1. Director's Report was presented.

D. Old Business:

1. Update on Building: Judi indicated that Jeff Rousch has been color matching. He will start renovations next week.

2. Book Sale Report: The final take for the sale was \$627.15. Less cost of the banner for front lawn (\$75.89) = \$551.26. Note: The banner is bagged up and in the storage room, in the roll top desk, ready for next year. The fence posts to hold it are also in the storage room.

Trustees are encouraged to talk to friends and, also, staff and trustees from other libraries to gain insights for future book sales.

E. New Business:

1. Discussion: Making Assistant Librarian Position Full Time

2. Discussion: Adding \$1500 to Computer Line in Budget to Update Licenses and Install Windows 10

3. Proposal to Increase Trustee Fund Line in Budget to \$6000. Judy moved, Ann seconded. Motion passed.

4. Search for New Director: Maureen will manage search. Salary range will be included in position description (\$35K to \$40K, based on experience).

5. Thank You note will be sent, by Secretary, to Nate Hewes, for donated books.

F. Adjournment: Motion to adjourn was made by Anne, Becky seconded. Motion Passed. The meeting adjourned at 5:25 pm.

Next Business Meeting: Wednesday, September 11, 4 pm.

Minutes submitted by Pat Meissner