

Trustee Meeting Minutes July 9, 2018

- Present: Janet Moller, Erin Begel, Bridget Whalen-Nevin, Judy Taylor, Judy VanArnam.
- Meeting called to order by Janet at 6:21 p.m.
- Reviewed minutes from June 25 meeting. Motion to approve made by Judy V and seconded by Janet. All in favor.
- Lisa Ditta resignation letter received today. Janet will write her a thank-you note.
- Water main broke in new bathroom last week – will need to replace wainscoting, possibly repaint. Bridget will ask David whether water got into duct work.
- Construction:
 - o Phase III approval notification not yet received. Bridget spoke with SED and explained our situation. Discussed situation and how to proceed. Phase II closure deadline was 6/30/18.
 - o Discussed concerns with outer doors; Bridget will follow up.
- Quicken: updated software is working well, need to enter data from Quickbooks to catch records up.
- Book sale: will use conference room and tent/tables outside. This is the last year that unsold books will be picked up at no cost.
 - o Need to look into borrowing a large tent.
 - o Sign-up sheet for baked goods.
- Start thinking about additional people to join Board.
- Next meeting will be September 10th at 6 p.m.
- Motion to adjourn at 7:51 p.m. made by Janet, seconded by Erin. All in favor.

Respectfully submitted,

Erin Begel

Secretary