

Trustee Meeting Minutes September 11th, 2017

- Present: Clara Warren, Lisa Ditta, Judy VanArnam, Janet Moller, Erin Begel, Bridget Whalen-Nevin, and Judy Taylor via FaceTime.
- Public comments: (None)
- Approval of Minutes September 11, 2017.
 - o Clara read out minutes; motion to approve made by Judy Taylor, seconded by Janet, all in favor.
- Treasurer's Report (attached):
 - o Balance in checking \$38,760.72.
 - o Reviewed annual transactions report.
 - o Motion to accept made by Erin, seconded by Lisa. All in favor.
- Director's Report:
 - o Library has been very busy with visitors and website has been very popular.
 - o No response from architect since the last email sent by Bridget.
- New Business:
 - o Keys to new door: Bridget, Megan, Clara, (Maggie will have,) Janet, Judy T, Judy V, Lisa, Erin, Kevin Crosby, Pat Barse, Dylan (NCLS deliveries), and extra at library.
 - o Email and phone voting: per LTA Trustee magazine, Vol. XXX, Issue No. 4, Fall 2017: although the board may not vote via email or phone due to public notification requirements, "greater latitude could be accorded the library director to allow him/her to make decisions regarding expenditure of funds or to take action on matters which customarily have been reserved to the board" (Joe Eisner, p. 5). Motion to adopt this policy made by Janet, seconded by Judy V. All in favor.
 - o Door paint – Valspar Duramax plum – ok'd by majority.
 - o Construction Update:
 - Bridget left voice message with Patty Ritchie requesting additional \$100,000 advance for construction project. (No response yet.)
 - Wayne's estimate of Katy's recommendations: \$2,500. Will need rain barrel if no drain is dug this fall. Janet will bring large bin tomorrow; Bridget will call Wayne to set up.
 - o 2018 meeting dates: March 12, May 21, June 11, July 9, September 10, November 5. Motion to approve made by Judy V, seconded by Janet.
 - o School ballot: Request 3% or \$1,140 increase at Feb. 27th School Board meeting. Motion made by Clara, seconded by Judy T. Bridget, Lisa, and Erin will request (for May vote).

o Election of officers: President – Maggie Whalen. Vice President – Lisa Ditta. Secretary – Erin Begel (also authorize to sign checks). Treasurer – Judy Taylor. Motion to approve all made by Janet Moller, seconded by Judy VanArnam.

o Review of Conflict of Interest Policy. Also posted on website.

- Trustee comments: Letter of Thanks from MCS Backpack Program. Clara described program and had information to contact school if interested in donating.
- 2018 budget: Clara proposed raises to \$17/hr for Bridget and \$11/hr for Megan, seconded by Janet. All in favor.
Vote to accept budget with this change: motion made by Judy V, seconded by Janet. All in favor.
- Motion to adjourn at 8:00 p.m. made by Erin, seconded by Judy V. All in favor.

Respectfully submitted,

Erin Begel

Secretary