

## **Trustee Meeting Minutes June 10, 2019**

Present: Carolyn Noble, Erin Begel, Clara Warren, Cheryl Warren, Bridget Whalen-Nevin, and Joanne Vaillancourt

Absent: Marvenia Graham

Meeting called to order by Carolyn Noble at 6:30.

Public comments: None

Approval of minutes of 05/13/2019 - Motion to accept made by Erin; 2<sup>nd</sup> by Cheryl. All in favor.

### **Treasurer's Report (attached) reviewed:**

- Denise Barse presented her report. Motion to accept made by Erin, 2<sup>nd</sup> by Cheryl. All in favor.
- Cheryl investigated and a 1099 is suitable to pay our treasurer. Bridget will follow up to see if she is able to write the 1099.

### **Director's Report reviewed:**

- Liability insurance: Cheryl followed up with Susan Mitchell of NCLS and she suggested that we should have this. The cost is approximately \$45 per year. Lynette was away from the office. Bridget will follow up with her.
- WIFI Hotspots: Bridget to continue to collect information and see what Verizon can propose? Bridget will share more information at the next meeting.
- Masonry work on Stone Pillars: Bridget continues to attempt to reach the contractor (Ken Hofferberger) to no avail. We do not have a phone number for Ken Lapiene (Joanne found the contact information after the meeting and shared it with Bridget).

### **Old business:**

- Audit: Bridget is waiting for a contract to go with the middle tier audit (~\$2,500 to ~\$3,000)
- Task for the Town once the Village is dissolved: The list is ready and can be sent to the Town as a heads up and for planning purposes.
- Use of training room policy: We reviewed the Canton policy and made suggestions for our policy.
- No Smoking Signs: These signs must be posted by June 19, 2019. Due to the size of the library property there will be no smoking allowed anywhere.
- Carpet cleaning: Clara suggested that we need the carpets cleaned. This will be done once the construction is over.
- Diaper Changing station: Joanne was not able to get a donation, but can get it at half price for approximately \$310 CAN. This is to be paid via the grant. Motion to accept expense made by Cheryl; 2<sup>nd</sup> by Erin.

**New business:**

- Judy Van Arnam's resignation as of May 17, 2019. Motion to accept made by Cheryl; 2<sup>nd</sup> by Joanne. All in favor.
- Booksale will take place on Saturday August 3 from 9am to noon. Setup will take place the afternoon of August 1.
- Josh Carter has volunteered to be a trustee. Motion to accept made by Joanne; 2<sup>nd</sup> by Clara.
- Internet usage policy to be reviewed at the next meeting.

**Announcements:**

None

**Discussions:**

- YTD donations for the Plein Air festival are at \$7,000.

**Meeting adjourned – 7:20 pm.**