



Red Jacket Community Library

MINUTES

9 JUNE 2014

BOARD OF TRUSTEES REGULAR MEETING

7:00 PM

TRUSTEE ROLL CALL (PRESENT; ABSENT)

- | | |
|--|--|
| <input checked="" type="checkbox"/> JANINE BOOR | <input checked="" type="checkbox"/> ANGELA PAYNE |
| <input checked="" type="checkbox"/> BEV CHRYSLER | <input checked="" type="checkbox"/> SALLY SCHAERTL |
| <input checked="" type="checkbox"/> NICOLE COYNE, VICE-PRESIDENT | <input checked="" type="checkbox"/> CHELLIE VANAKEN |
| <input checked="" type="checkbox"/> ANN GULICK | |
| <input checked="" type="checkbox"/> ROXIE MERITHEW | OTHERS PRESENT: |
| <input checked="" type="checkbox"/> RUBY MORRISON, PRESIDENT | <input checked="" type="checkbox"/> STACEY WICKSALL, DIRECTOR |
| <input checked="" type="checkbox"/> KIM MOYER | <input checked="" type="checkbox"/> RITA LONNEVILLE, TREASURER |
| <input checked="" type="checkbox"/> RANDALL OTT, SECRETARY | <input checked="" type="checkbox"/> BARBARA MURPHY |

THE MEETING WAS CALLED TO ORDER BY PRESIDENT R. MORRISON AT 7:04 P.M. B. MURPHY WAS INTRODUCED; HER TRUSTEE TERM BEGINS JULY 1, 2014.

MEETING MINUTES

RESOLVED TO APPROVE MINUTES OF THE 12 MAY 2014 REGULAR MEETING AS PRESENTED; MOTION BY R. MERITHEW, SECOND BY A. GULICK, AND UNANIMOUSLY CARRIED.

FINANCIAL REPORTS

R. LONNEVILLE PRESENTED REPORTS FOR MAY 2014. WE ARE OPERATING WITHIN OUR BUDGET AND PURCHASES HAVE BEEN MADE FOR SUMMER READING PROGRAMS. OUR CPA HAS BEEN CONTACTED REGARDING THE ANNUAL REVIEW.

RESOLVED TO RECEIVE FINANCIAL STATEMENTS, SUBJECT TO AUDIT, DATED MAY 31, 2014; MOTION BY R. MERITHEW, SECOND BY N. COYNE, AND UNANIMOUSLY CARRIED.

RESOLVED TO APPROVE VOUCHERS AND AUTHORIZE PAYMENT FOR BILLS IN THE AMOUNT OF \$2172.23; MOTION BY N. COYNE, SECOND BY R. MERITHEW, AND UNANIMOUSLY CARRIED.

DIRECTOR'S REPORT

S. WICKSALL PRESENTED THE DIRECTOR'S REPORT DATED MAY 12, 2014 INCLUDING THE FOLLOWING ITEMS:

- SATURDAY'S OPEN HOUSE WAS ATTENDED BY 46 PEOPLE. THE SEED LIBRARY AND 3D PRINTER DEMONSTRATION WERE POPULAR.
- ESTIMATE TO REPLACE ONE SIDE OF THE BENCH FRAME IS \$206.20 FROM BELSON OUTDOORS. THE MISSING ARM TO THE BENCH WAS FOUND IN THE LAWN. R. MERITHEW INDICATED THAT HER FATHER WOULD VOLUNTEER TO WELD THE ARM IF FEASIBLE.

- CONTACTED AND MET WITH FOUR CARPET CLEANING BUSINESSES FOR ESTIMATES AND RECOMMENDS STANLEY STEEMER WITH AN ESTIMATE OF \$1743.
- HAS COMPLETED EVALUATIONS OF ALL STAFF AND RECOMMENDS STAFF RAISES.

RESOLVED TO APPROVE NECESSARY FUNDS FOR LIBRARY STAFF WAGE INCREASES OF 3.5%; MOTION BY A. GULICK, SECOND BY R. MERITHEW, AND UNANIMOUSLY CARRIED.

COMMITTEE REPORTS

FACILITIES: SCHOOL OFFICIALS WILL BE CONTACTED WITH CARPET CLEANING ESTIMATES. IT WAS DISCUSSED THAT THE "NO SKATEBOARDING" SIGN BE MOVED TO A MORE VISIBLE LOCATION.

FINANCES: J. BOOR REPORTED THAT THE LAST QUARTERLY AUDIT WAS COMPLETED AND THE BOOKS ARE IN GOOD ORDER.

LONG RANGE PLAN: N. COYNE WILL MEET WITH S. WICKSALL TO REVIEW THE STATUS OF THE PLAN THIS MONTH.

NOMINATING: A. GULICK PRESENTED THE SLATE OF OFFICERS FOR 2014-15 AS FOLLOWS:
PRESIDENT— R. MORRISON; VICE-PRESIDENT— J. BOOR; SECRETARY— N. COYNE.

NEW BUSINESS

S. WICKSALL HAS SUBMITTED HER RESIGNATION EFFECTIVE JUNE, 30 2014. THE SEARCH COMMITTEE FOR A NEW LIBRARY DIRECTOR WILL BE CHAIRED BY J. BOOR AND INCLUDE R. MERITHEW, K. MOYER, R. LONNEVILLE, AND R. MORRISON. WE HAVE BEEN APPROVED BY ONTARIO COUNTY CIVIL SERVICE TO HIRE A TEMPORARY CLERK. BETSY PHILLIPS IS BEING RECOMMENDED TO ONTARIO COUNTY FOR THAT POSITION.

RESOLVED TO ESTABLISH THE RATE OF PAY AS \$9.00/HR. FOR THE POSITION OF TEMPORARY LIBRARY CLERK; MOTION BY J. BOOR, SECOND BY A. GULICK, AND UNANIMOUSLY CARRIED.

CORRESPONDENCE AND COMMUNICATION

- THE FRIENDS OF THE LIBRARY IS PLANNING A BOOK AND BAKE SALE FOR SUMMER.
- THE NEXT TRUSTEE MEETING IS JULY 13, 2014.

ADJOURNMENT

RESOLVED TO ADJOURN THE MEETING AT 7:58; MOTION BY J. BOOR AND SECOND BY R. MERITHEW WITHOUT OBJECTION.

RESPECTFULLY SUBMITTED,

6/22/2014

X 

R. Ott
Secretary
Signed by: Ott