



Red Jacket Community Library

MINUTES

19 OCT 2015

BOARD OF TRUSTEES REGULAR MEETING

7:00 PM

TRUSTEE ROLL CALL

<p>TRUSTEE PRESENT:</p> <p>NICOLE COYNE, PRESIDENT SALLY SCHAERTL KIM MOYER, SECRETARY BARBARA MURPHY STEPHANIE HUTSON ANGELA PAYNE, VICE PRESIDENT THERESA SCHLOSSNAGLE ROXIE MERITHEW ANN GULICK LORI FOSTER</p>	<p>OTHERS PRESENT:</p> <p>SETH JACOBUS, DIRECTOR RITA LONNEVILLE, TREASURER</p> <p>TRUSTEE ABSENT:</p> <p>JILL PERSSON</p>
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The meeting was called to order by President N. Coyne at 7:03 pm.

New Business

Swearing in of new Trustee. Welcome to Lori Foster.

Compliments/Complaints

Meeting Minutes

RESOLVED to approve minutes of the 14 Sept 2015 (with correction to Halloween party date to 10/31/15) and also 13 July 2015 Annual Meeting minutes as presented; motion by R. Merithew second by S. Hutson and unanimously carried.

Financial Reports

R. Lonneville presented financial reports for September 2015. Rita shared that no funds have been received from RJSC as of yet. S. Jacobus will follow up with Kim Brown. Rita also confirmed receipt of \$10,000 in support from Senator Michael Nozzolio. This is the second year for RJCL to receive these funds.

RESOLVED to receive financial statements, subject to audit, dated 30-Sept-2015; motion by A. Gulick, second by R. Merithew and unanimously carried.

RESOLVED to approve vouchers and authorize payment for bills in the amount of \$12,347.78, for September 2015 subject to audit. Motion by A. Payne, second by R. Merithew and unanimously approved. Details as follows:

- Payroll: \$4,730.64 (18-Aug through 31-August), \$4,279.68 (1-Sept through 14-September) Total \$9,010.32.
- Debit Purchases: \$316.33
- Checks: \$127.44
- Other unpaid bills total \$2,893.69

Director's Report

S. Jacobus presented the Director's report dated October-2015 including the following items:

- Programming- Seth expressed concern with low numbers.
- Seth has contacted D. Ruggles to get an estimate on refurbishing the donated Drop Box.
- Seth has been in contact with Frank Stowell about the Library Insurance policy; looking into a smaller premium.
- Two estimates were received for the handicap door access for RJCL. All agreed that although RJSC will not be financially supporting the install or purchase, approval is needed. There needs to be a formal agreement between RJCL and RJCS to proceed.
Action: President Coyne will contact RJ School Board President Kris Gray to confirm next steps.
- Charlene Harvey, RJCS Superintendent, has asked that all communication (from RJCL) to RJSC; comments, concerns, questions, be directed to Seth. Seth should be the liaison and contact Charlene Harvey directly.
- Discussion and vote on use of old RJCS sign. It was determined that the sign was not worth using due to the cost of refurbishing it and the lack of need.

RESOLVED, to not utilize the old RJCS event sign. Motion by R. Merithew, second by A. Payne and unanimously carried.

Committee Reports

Personnel: S. Jacobus' finalized review was distributed for trustee approval.

RESOLVED, to approve Seth Jacobus annual review. Motion by A. Gulick second by B. Murphy and unanimously carried.

Finance: Quarterly audit was completed by S. Hutson and K. Moyer for July/Aug/Sept.2015

Old Business

Review and approval of the Disaster plan. All to review and send comments to S. Hutson and A. Payne.

Seth expressed his concerns with the future of the library, lack of space, and the existing relationship with RJSC. Seth has a vision for growing the library but feels that we are limited with

the current lease with the school. Lengthy discussion on future possibilities, opportunities, obstacles, etc. The board supports Seth researching possible locations and budget scenerios. An increase in our operating budget will require disclosure and approval (vote) from the community (tax payers).

Correspondence and Communication

Next meeting is scheduled for **9-November-2015**.

Adjournment

RESOLVED to adjourn the meeting at 8:45. Motion by S. Hutson and second by R. Merithew and unanimously carried.

Respectfully submitted,

Kim Moyer