



Red Jacket Community Library

MINUTES

11 June 2018

BOARD OF TRUSTEES June MEETING

7:00 PM

Trustees Present: J. Persson, C. Gudell, R O'Brien, E. Shannon, P. Ayres, S. Clark, L. Schaertl, T. Schlossnagle,
 K Moyer, P. Carrig
 Trustees Absent: A Gulick, B. Murphy
 Others Present: R Lonneville, Treasurer, Christine LaTerra, Librarian I

Call to Order

The June meeting was called to order by President J. Persson at 7:12 p.m.

Meeting Minutes

RESOLVED, R O'Brien made a motion to approve revised Minutes from April meeting, pending a correction to change March to April. Motion was passed unanimously.

Friends Update

P. Ayres reported that the party was a success. Over 25 people attended including the first director of the library.

Treasurer's Report

Responding to a question arising from New Trustee Orientation, R Lonneville confirmed that the library carries Directors and Officers Liability Insurance.

June 30 is fiscal year end. The Board needs to set up a policy and plan for capital fund and how the money should be used.

Christine will get an updated list of school supplies for each school for backpack giveaway.

RESOLVED to accept payroll, approve vouchers and authorize payment for bills in the amount of \$8,877.33 for May, 2018 subject to audit. R O'Brien moved to approve expenditure and financial reports and pay outstanding bills, with a second S. Clark. Motion unanimously approved.

Details as follows:

Payroll Total	\$7,333.37
Debit Purchases: \$	742.02
Checks:	\$445.83
Other unpaid bills total	\$356.11
<u>Total of</u>	<u>\$8,877.33</u>

Director's Report

Christine presented a draft food and drink policy.

Idea was presented to do a competition on musicly app or instagram on Why Libraries Rock.

RESOLVED, a motion was made by L Schaertl with a second by S. Clark to accept the Director's Report as submitted and attached herein. Motion was passed unanimously.

Public and Staff Comments, Concerns and Kudos

No report

Old Business

Board Orientation and onboarding: L. Schaertl has reached out and begun orientation and onboarding

New Business

P. Ayres recommended a change in charter. A Change in Charter would eliminate number of trustees. Next step is to review charter in its entirety and submit a change of charter to Board of Regents.

Committee Reports

Facilities: No report.

Nominating: The Committee presented the following slate of Officers for 2018-19: Pat Ayres, President; Lisa Schaertl, Vice President; Jill Persson, Secretary. R. O'Brien made the motion to accept the slate of Officers with a second by P. Carrig. Motion carried.

Policy: L. Schaertl will meet with Lauren at PLS to check to see if current personnel policies are legal

Finance Committee: No report.

Personnel and Hiring Committee: Interviews are on Thursday.

Adjournment

RESOLVED, that the June meeting adjourn at 8:42 pm, on a motion by R. O'Brien with second by C. Gudell without objection. Next meeting is scheduled for July 9, 2018.

I certify that the Minutes are true and accurate

Respectfully submitted,

Secretary Erin Shannon

Revised by L. Schaertl with corrections as specified at the July 2018 meeting