



Red Jacket Community Library

MINUTES

14 May 2018

BOARD OF TRUSTEES MEETING

7:00 PM

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

Call to Order

The May meeting was called to order by Vice President K. Moyer at 7:03 p.m.

Meeting Minutes

There were no Minutes from the March or April meeting to approve.

Friends Update

P. Ayres reported that the Library's 20th anniversary is May 19th and that the Friends are hosting a party to celebrate on Saturday, May 19, 2018. All Board members were encouraged to attend. The party is the Kick-Off to the Friend's fund raiser for new furniture for the Library.

Treasurer's Report

RESOLVED to accept payroll, approve vouchers and authorize payment for bills in the amount of \$10,374.55 for April, 2018 subject to audit. S. Clark moved to approve expenditure and financial reports and pay outstanding bills, with a second T. Schlossnagle. Motion unanimously approved.

Details as follows:

Payroll: \$3,698.34 (03/27/18 through 04/10/18)
\$3,551.38 (04/10/18 through 04/23/18), Total \$7249.72
Debit Purchases: \$796.74
Checks: \$260.00
Other unpaid bills total \$1988.76

Total of \$10,374.55

Director's Report

RESOLVED, a motion was made by L. Schaertl with a second by T. Schlossnagle to accept the Director's Report as submitted. Motion was passed unanimously.

Public and Staff Comments, Concerns and Kudos None

Old Business

A. Election of Officers and New Board Members

P. Ayres, Nominations Committee asked for volunteers for the offices of President, Vice President and Secretary. The Nominations Committee will present a slate of candidates at the June meeting. K. Moyer suggested that perhaps a co-leadership of President and Vice President be explored. The Nominating Committee will explore that possibility.

B. Third Quarter Staff Appreciation

B. Murphy moved and L. Schaertl seconded the motion to table. Motion carried.

New Business None

Committee Reports

Facilities: P. Ayres reported that she and Christine LaTerra will meet on May 17, 2018 with the school librarians and the superintendent of schools to discuss the options for new furniture presented by Creative Library Concepts

Nominating: See above.

Policy: L. Schaertl reviewed the changes to the Policy Manual that will be presented at the June meeting. These include changes to personnel policy, disability compensation and when sick leave is paid. Members were sent the Committees suggestions prior to the meeting.

Resolved, to offer employees paid family leave through our disability insurance coverage. Moved by L. Schaertl with second by S. Clark. Motion carried unanimously.

Finance Committee: Quarterly Report

RESOLVED, approve the 1st Quarter, 2018 Financial Audit as presented by B. Murphy. Moved by T.Schlossnagle with second by S. Clark. Motion carried.

Adjournment

RESOLVED, that the May meeting adjourn at 8:14 pm, on a motion by L. Schaertl with second by T. Schlossnagle without objection. Next meeting is scheduled for June 11, 2018 and newly elected Board members will be invited to attend..

I certify that the Minutes are true and accurate

Respectfully submitted,

Pat Ayres for

Secretary Erin Shannon