

HOWLAND PUBLIC LIBRARY
MINUTES OF THE RE-ORGANIZATION MEETING OF THE BOARD OF TRUSTEES
August 8, 2017

Pledge of Allegiance

Call to Order: J. Dolan called the meeting to order at 7:02 PM.

Roll Call of Members:

Stacy Christensen, Jan Dolan, Randy Lashua, Prudence Posner, Thomas Rigney, and Director Amy Raff, *ex officio*. Donna Haynes arrived at 7:10 PM. April Farley, Rajene Hardeman, and Karen Twohig were excused.

Votes: All votes were unanimous, unless otherwise noted.

Public Participation: None

Guest Speakers: None

Reading of the Minutes of the Previous Meeting:

T. Rigney made a **motion** to accept the July 11, 2017 meeting minutes, with the following corrections: T. Rigney's name spelling and K. Twohig appointed the committee chairs. Seconded by P. Posner and the motion carried.

Treasurer's Report: See attached report.

The **motion** to accept the warrants and claims for vouchers # 1617 - 1650 for the month was made by T. Rigney and seconded by P. Posner. Motion carried. T. Rigney made a **motion** to accept the Financial Report for July 2017 as presented. Seconded by P. Posner and the motion carried. P. Posner stated that the Howland Public Library Fund Balance Policy, adopted February 17, 2017, allocates the Fund Balance into different categories. She made a **motion** to categorize \$100,000 from the fund balance to "Committed – Capital Projects" labeled 3910. Seconded by T. Rigney and carried.

President's Report: See attached report. R. Lashua made a **motion** to accept the resignation of Derek Sanderson. Seconded by P. Posner and carried.

Director's Report: See attached report. The Correspondence Secretary will draft a letter regarding the patron complaint and the Bylaw Committee will review the Patron Behavior Policy. S. Christensen made a **motion** to temporarily appoint Julie Beyer as part-time bookkeeper. Seconded by T. Rigney and carried. On a **motion** by P. Posner and seconded by T. Rigney, a resolution was passed to name A. Raff and J. Beyer dual administrators for M&T Treasury.

Unfinished/Committee Reports:

Board Development:

R. Lashua stated the committee met August 1st and will meet again on August 29th. They are looking to have Rebekkah Smith Aldrich at the October 10 meeting to discuss the planning process and community outreach. They will be working on the policies for Weeding, Wireless Use, and Patron Code of Conduct. All trustees were asked to bring their favorite book for the September meeting.

Building Committee:

T. Rigney stated they met last week. B. Pederson will be at the September meeting to give the Board a tour of the building. Their next meeting is September 12 at 6:00 PM.

Finance Committee:

P. Posner stated they met July 26. Their next meeting will be October 4th at 5:00 PM. Their basic purpose is to meet quarterly to clarify and present the budget.

Personnel/Nominating:

J. Dolan stated they will meet September 15th at 7:00 PM. Asked that all trustees consider a list of potential trustees. They will be reviewing the Personnel Policy.

Friends:

J. Dolan stated the Friends' fundraiser is September 23. They are meeting at 5:00 PM on August 10 to discuss financial issues.

New Business:

A. Raff stated the Spirit of Beacon Day is September 24. It would be nice if there was a group from the library to march. R. Lashua stated she has been asked about the creation of more book clubs. This will be looked into.

Good and Welfare:

Nothing to report.

Agenda for September 12 Board Meeting to start at 7:00 PM:

Adjournment:

R. Lashua made a motion to adjourn at 8:15 PM. Seconded by S. Christensen and the motion carried.

Respectfully submitted,

Julie Beyer, Recording Secretary

Attachments

Motion to accept the minutes

Motion to accept the Claims Audit Process

Motion to accept the Financial Report

Motion to categorize \$100,000 from the fund balance to "Committed – Capital Projects" labeled 3910

Motion to accept the resignation of Derek Sanderson

Motion to temporarily appoint Julie Beyer as part-time bookkeeper

Motion to name A. Raff and J. Beyer dual administrators for M&T Treasury