

**HOWLAND PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
FEBRUARY 14, 2017**

Pledge of Allegiance

Call to Order: T. Rigney called the meeting to order at 7:04 PM.

Roll Call of Members:

Jan Dolan, Lillian Glauda, Rajene Hardeman, Prudence Posner, Thomas Rigney, Derek Sanderson, Karen Twohig and Director Amy Raff, *ex officio*. Donna Haynes and Randy Lashau were excused.

Votes: All votes were unanimous, unless otherwise noted.

Public Participation:

None.

Guest Speakers:

None.

Reading of the Minutes of the Previous Meeting:

J. Dolan made a **motion** to accept the January 10, 2017 meeting minutes. Seconded by P. Posner and the motion carried.

Treasurer's Report: See attached report.

The **motion** to accept the warrants and claims for vouchers #1368 - 1407 for the month was made by P. Posner and seconded by D. Sanderson. Motion carried. K. Twohig made a **motion** to accept the Financial Report as presented. Seconded by J. Dolan and the motion carried.

President's Report: See attached report.

1. **Motion** made by P. Posner and seconded by D. Sanderson to accept the resignation of Lillian Glaudia and appoint Stacy Christiansen to fill that position until June 30, 2017. S. Christiansen was sworn in.

Director's Report: See attached report.

1. **Motion** by P. Posner and seconded by R. Hardeman to adopt the Fund Balance Policy as presented. Motion carried.
2. There was discussion regarding a tentative date for the budget vote of May 11, 2017.
3. February 17 there will be a webinar from NYLA.

Unfinished/Committee Reports:

Action Development Committee:

There was no report.

Helen Savoit:

K. Twohig stated they are looking at April 29th for the event and honoring an organization instead of an individual. They don't have a graduating student for the scholarship so they will work with the school on a possible essay project.

Building & Finance:

P. Posner stated they won't have a report until the space consultants are lined up.

Personnel/Nominating:

D. Sanderson had nothing to report. R. Hardeman stated the Board should be thinking about what their ideal board member would be as they start to canvass for potential trustees.

Friends:

J. Dolan stated they judged for the t-shirts at the last meeting and talked about sending out memberships. Director Raff stated they will be making improvements in the bookstore.

New Business: R. Hardeman would like the board to come to the next meeting with ideas as to what ideal personal traits the members should have.

Good and Welfare: A. Raff stated R. Hardeman is doing a series of workshops March 16th on internet security at 6:30. S. Christensen stated the meeting dates on the website were not correct. A. Raff will make sure they are corrected.

Adjournment:

J. Dolan made a motion to adjourn at 8:44 PM. Seconded by R. Hardeman and the motion carried.

Respectfully submitted,

Julie Beyer, Recording Secretary

Attachments

Motion to accept the Treasurer's Report

Motion to accept the Claims Audit Process

Motion to resignation of Lillian Glaudia and appoint Stacy Christiansen

Motion to adopt the Fund Balance Policy

DRAFT