

**HOWLAND PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
MAY 3, 2016**

Pledge of Allegiance

Call to Order: T. Rigney called the meeting to order at 7:02 PM.

Roll Call of Members:

Jan Dolan, Rajene Hardeman, Donna Haynes, Moning Lin, Prudence Posner, Thomas Rigney, Derek Sanderson, Karen Twohig and Director Amy Raff, *ex officio*. Randy Lashua was excused.

Votes: All votes were unanimous, unless otherwise noted.

Public Participation:

Perry Pendleton spoke about budget issues.

Guest Speakers:

Janice Governale from Emery & Webb Insurance gave a presentation and overview regarding the library's insurance policies.

Reading of the Minutes of the Previous Meeting:

P. Posner made a motion to accept the April 5, 2016 meeting minutes as amended, to include Jan Dolan in the attendance. Seconded by D. Sanderson and the motion carried.

Treasurer's Report: See attached report.

The **motion** to accept the warrants and claims for vouchers #169-219 for the month was made by M. Lin and seconded by J. Dolan. 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. R. Hardeman stated she will be sending in a resignation. T. Rigney thanked her for her time with the board. She left the meeting at 7:35.
2. **Motion** by P. Posner and seconded by M. Lin to accept the vote for the Howland Public Library Board of Trustees and declare the following two candidates elected for a five-year term through June 30, 2021: Randy Lashua and Janice Dolan. **Motion** by K. Twohig and seconded by D. Haynes to accept the vote for the Howland Public Library Board of Trustees and declare the following candidate elected for a one-year term through June 30, 2017: Lillian Glauda. **Motion** by M. Lin and seconded by P. Posner to accept the vote on Proposition: "Shall the sum of \$955,707.00 be appropriated for the annual support of the Howland Public Library for the fiscal year 2016-2017, and shall the Beacon City School District be authorized to levy the taxes necessary to raise such amount: Yes 168, No 31.
3. **Motion** by J. Dolan and seconded by D. Haynes to move the meeting to the second Tuesday of each month starting on September 13, 2016.
4. M. Lin made a **motion** to change Amy Raff's appointment status from probationary to permanent. Seconded by D. Sanderson.

Director's Report: See attached report.

1. **Motion** to amend the Room Use Policy as presented was made by P. Posner and seconded by J Dolan.
2. On a **motion** by J. Dolan and seconded by K. Twohig, the final change order was accepted for the building project. K. Twohig made a **motion** to amend the budget to increase the income and expenses by \$235,519.00 to accurately reflect the grant funds and capital expenditures for the building project as recommended by A. Raff. Seconded by P. Posner.
3. T. Rigney appointed J. Dolan as the Chairperson for the Ad-hoc Committee to discuss the needs of the Historical Society and the possible use of library space. D. Haynes and P. Posner will sit on that committee also.

4. The Board evaluations will be scheduled to be discussed at the June meeting.

Unfinished/Committee Reports:

Action Development Committee:

D. Haynes stated they will try to meet the last week of May.

Helen Savoit:

K. Twohig said the invitations have gone out. More help will be needed getting donations for the gift scholarship.

Building & Finance:

P. Posner stated they are still working on compiling information that a space consultant will be requiring.

Adhoc:

D. Haynes suggested this committee get rolled into the Action Development Committee as the members are the same.

New Business:

There was no new business.

Good and Welfare:

D. Sanderson is doing a presentation on Wed. May 4th at Mt. St. Mary college on the St. John's Bible. If you are unable to attend, you can contact him for a viewing.

Agenda for June 7, 2016 Board Meeting to start at 7:00 PM:

Adjournment:

M. Lin made a motion to adjourn at 8:48 PM. Seconded by J. Dolan 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 accept the vote for the Howland Public Library Board of Trustees and declare the following two candidates elected for a five-year term through June 30, 2021: Randy Lashua and Janice Dolan.

Motion to accept the vote for the Howland Public Library Board of Trustees and declare the following candidate elected for a one-year term through June 30, 2017: Lillian Glauda.

Motion to accept the vote on Proposition: "Shall the sum of \$955,707.00 be appropriated for the annual support of the Howland Public Library for the fiscal year 2016-2017, and shall the Beacon City School District be authorized to levy the taxes necessary to raise such amount: Yes 168, No 31.

Motion to move the meeting to the second Tuesday of each month starting on September 13, 2016

Motion to change Amy Raff's appointment status from probationary to permanent

Motion to amend the budget to increase the income and expenses by \$235,519.00 to accurately reflect the grant funds and capital expenditures for the building project as recommended by A. Raff