

**HOWLAND PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
DECEMBER 11, 2018**

Pledge of Allegiance

Call to Order: K. Twohig called the meeting to order at 7:00PM.

Roll Call of Members:

Stacy Christensen, Jan Dolan, Donna Haynes (arrived at 7:28), Randy Lashua, Mark O'Malley, Prudence Posner, Thomas Rigney, Karen Twohig, Arabella Champaq Drouillard and Director Kristen Salierno, *ex officio*.

Votes: All votes were unanimous, unless otherwise noted.

Public Participation: None

Guest Speakers: None

Reading of the Minutes of the Previous Meeting:

In the Treasurer's Report the number \$20000 in the budget line for Wee Play was corrected to read \$2000.

T. Rigney corrected the Building Committee Report to read "The Committee met to discuss the *electrical* estimates...".

Motion to accept the Minutes of the November 13, 2018 meeting with corrections, was made by T. Rigney and **seconded** by J. Dolan
Motion carried.

Treasurer's Report: See attached report.

The motion to accept the warrants and claims for vouchers # 2325 to #2365 for the month was made by A. Champaq Drouillard and seconded by P. Posner.

The Finance Chair reported that, based on legal counsel, the \$448 error in account 4000g (Library District Tax) will be placed in a reserve fund and will balance out by collecting \$448 less in 2019. **On a motion** made by S. Christensen, and **seconded by** R. Lashua the Board agreed to place \$448 in a reserve fund.

Motion carried.

President's Report: See attached report.

Director's Report: See attached report.

There was further discussion regarding the employment of security guards and Board of Trustees supported the Director exploring security companies further.

Unfinished/Committee Reports:

Board Development/Policy Committee: See attached report
Chairperson R. Lashua distributed a Board of Trustees' self-evaluation form to be completed by December 28th.

Building Committee: No report.

Finance Committee: See report. It was presented during the Treasurer's Report section.

Personnel/Nominating Committee:

Chairperson P. Posner **motioned** discussion move into Executive Session to discuss personnel matters. Seconded by _____. Board of Trustees went into Executive Session at 7:52 PM.

Returned to public session at 8:23 PM

Motion for Kristen Salierno be removed from probation status and appointed to the position of Director Howland Public Library as of January 2, 2019 was accepted.

Motion by: T. Rigney

Seconded by: A. Champaq Drouillard

The **motion** for benefits request by former Howland Public Library employee be denied and that the lawyer be asked to prepare a letter to that effect to be approved by the Board of Trustees at the January 8, 2019 was accepted.

Motion by: _____

Seconded by: S. Christensen

Planning Committee:

Chairperson J. Dolan reported that the committee is waiting on further guidance from the MHLS regarding its Community Conversations program.

Friends Liaison Report: See attached report.

New Business:

Proposed date for 2019-20 Budget Vote to be April 25, 2019.

Motion by: _____

Seconded by: P. Posner

Motion carried.

Good and Welfare:

K. Twohig stated she attended the No Strings Marionettes performance on Sunday December 9th at the Howland Cultural Center and it was an excellent show.

Agenda for January 8, 2019 Board Meeting to start at 7:00 PM:

Adjournment:

P. Posner made a motion to adjourn at 8:46 PM. Seconded by _____ and the motion carried.

Respectfully submitted,

Prudence Posner

For Julie Beyer, Recording Secretary

MOTION to accept the minutes

MOTION to amend the agenda

MOTION to amend the agenda

MOTION to accept the Warrants and Claims

MOTION to accept the Financial Report

MOTION to establish a \$2,0000 budget for "Donation – Wee Play line – 4244 and to add \$2,000 to the Children's Program budget expense line – 6320

MOTION to move account 3960 & 3965 to be included in the fund balance as of 6/30/18

MOTION to have the remaining assigned balances remain the same as of 6/30/18

MOTION to accept the model presented for the Director's Annual Self-Evaluation

MOTION to Opt-In to purge the \$24,722.94 in untraceable manual fees

Attachments