

**HOWLAND PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
OCTOBER 9, 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, Arabella Champaq Droullard, Donna Haynes, Randy Lashua, Mark O'Malley, Prudence Posner, Thomas Rigney, Karen Twohig, 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:

The September 11, 2018 minutes were approved with the following additions/corrections: in the reading of the previous minutes, the word Mediation should be replaced by Meditation. The **motion** to accept these minutes as amended was made by P. Posner and seconded by R. Lashua.

Treasurer's Report: See attached report.

The **motion** to accept the warrants and claims for vouchers #2212 - 2261 for the month was made by P. Posner and seconded by T. Rigney. Motion carried. S. Christensen made a **motion** to amend the agenda. The proposed budget transfer was discussed. P. Posner made a **motion** to amend the budget to transfer the specified expense budgets and create a new Donation – Friends of HPL line. Seconded by T. Rigney and carried. P. Posner made a **motion** to accept the Financial Report for September 2018 as presented. Seconded by T. Rigney and the motion carried.

President's Report: See attached report. A. Droullard asked if there could be one standard format for all committee meeting minutes. Director Salierno stated this could be something for the Policy & Board Development Committee. She stated she would submit the sign up for any trustee interested in the MHLS annual meeting on 11/2.

Director's Report: See attached report. The Beacon Historical Society is having a dinner at the Round House on 11/8 if anyone is interested. Director Salierno has an appointment on 10/30 with the school district to discuss the tax payments. Michele Rivas and Denis Shannon went to Desmond Fish Library for a Makerspace Seminar.

Unfinished/Committee Reports:

Board Development/Policy Committee:

R. Lashua handed out new policy manuals to all the trustees.

Building Committee:

T. Rigney stated Keystone, the vendor hired for the masonry work, had an employee have a bad accident. They are willing to subcontract this job to someone else to get it done in a timely manner at the contracted price. The committee is still waiting for a third estimate for the electrical work.

Finance Committee:

P. Posner made a **motion** to allow Julie Beyer to review the Central Hudson and Leaf invoices due next week. Seconded by S. Christensen and carried.

Personnel/Nominating Committee:

See report on MHLS Trustee Education

Planning Committee:

J. Dolan stated she spoke with Director Salierno and the technology area needs to be worked on. The library needs an accurate inventory to find out what is being used and what is not before they can proceed to adding to what's there.

Friends Liaison Report:

See attached reports.

A. Drouillard stated she would like a tour of the building.

New Business:

None.

Good and Welfare:

A. Drouillard stated she will be in India next month. J. Beyer stated she became a grandmother.

Agenda for November 13 Board Meeting to start at 7:00 PM:

Adjournment:

J. Dolan made a motion to adjourn at 8:45 PM. Seconded by T. Rigney and the motion carried.

Respectfully submitted,

Julie Beyer, Recording Secretary

MOTION to accept the minutes

MOTION to accept the Warrants and Claims

MOTION to amend the agenda

MOTION to amend the budget and add new lines per proposal

MOTION to accept the Financial Report

MOTION to allow J. Beyer to review the Central Hudson and Leaf invoices due next week

Attachments