

**HOWLAND PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
MARCH 12, 2019**

Pledge of Allegiance

Call to Order: K. Twohig called the meeting to order at 7:05 PM.

Roll Call of Members:

Stacy Christensen, Jan Dolan, Arabella Drouillard, Donna Haynes, Randy Lashua, Mark O'Malley, Karen Twohig, and Director Kristen Salierno, *ex officio*. Prudence Posner and Thomas Rigney were excused.

Votes: All votes were unanimous, unless otherwise noted.

Public Participation: None

Guest Speakers: None.

K. Salierno requested an amendment to the agenda. On a **motion** by J. Dolan and seconded by R. Lashua, the agenda was amended to add "b. Resolution to appoint the Election Inspectors" under New Business.

Reading of the Minutes of the Previous Meeting:

The February 19, 2019 minutes were approved on a **motion** by S. Christensen and seconded by J. Dolan. Motion carried.

Treasurer's Report: See attached report.

R. Lashua made a **motion** to accept the Financial Reports for February 2019 as presented. Seconded by A. Drouillard and carried. The **motion** to accept the warrants and claims for vouchers #2467 - 2500 for the month was made by S. Christensen and seconded by J. Dolan. Motion carried.

President's Report: See attached report.

Director's Report: See attached report.

Unfinished/Committee Reports:

Board Development/Policy Committee: R. Lashua stated there were copies of the proposed policies to be voted on. On a **motion** by R. Lashua and seconded by D. Haynes the Complaint Form for Reporting Discrimination/Harassment & Sexual Harassment was approved. Motion carried. On a **motion** by S. Christensen and seconded by R. Lashua, the Discrimination & Harassment Policy was accepted. Motion carried. The 3D Printer Policy was accepted as presented on a **motion** by J. Dolan and seconded by D. Haynes.

Building Committee:

In T. Rigney's absence, Director Salierno stated there have been no new leaks on the roof since the last repair. She is working with B. Pedersen on part of the Building Plan and once that part is completed, T. Rigney will convene the committee.

Finance Committee: See report.

It was presented during the Treasurer's Report section.

Personnel/Nominating Committee:

On a **motion** by R. Lashua and seconded by J. Dolan, the Board entered Executive Session to discuss a personnel matter at 8:06 PM. A **motion** to adjourn the Executive Session and resume the regular meeting was made at 8:21 PM by A. Drouillard and seconded by J. Dolan. There were no actions taken during to this session.

Planning Committee: See report.

There was much discussion regarding the participation in the Community Conversations and how the library fit in. They will continue to move forward with these. The committee has recommended changing the Savoit Award date to the June meeting. There are now 2 recipients and the timing is better with the end of school and the MHLS representatives coming in May.

Friends Liaison Report: See report.

A. Drouillard stated the Friends have sent out a fundraising letter and she will have a follow-up report on that next month. The store has had all the holes in the walls patched and they have re-painted and installed a motion sensor light between two of the stacks. It looks great in there.

The Board reviewed the expired contract with the School District and Director Salierno stated the library does get checks on the dates specified. They discussed the possibility of having a new contract drawn up.

New Business:

On a **motion** by R. Lashua and seconded by J. Dolan, the April 9th meeting will be moved to April 16th to have it the same night at the Public Hearing for the budget. The **motion** to appoint the following Election Inspectors for the April 25th 2019 budget vote: Janie Moore, Nancy Musacchio, Vicki Blucher, Carmen Johnson, Marcia Frahman was made by R. Lashua and seconded by J. Dolan. Motion carried. A. Drouillard would like to have the Friends attend a Board meeting for a meet and greet at some point.

Good and Welfare:

Agenda for April 16, 2019 Board Meeting to start at 7:00 PM:

Budget Hearing

Adjournment:

S. Christensen made a **motion** to adjourn at 8:52 PM. Seconded by M. O'Malley and the motion carried.

Respectfully submitted,

Julie Beyer, Recording Secretary

MOTION to amend the agenda

MOTION to accept the minutes

MOTION to accept the Warrants and Claims

MOTION to accept the Financial Report

MOTION to accept the Complaint Form for Reporting Discrimination/Harassment & Sexual Harassment

MOTION to accept the Discrimination & Harassment Policy

MOTION to accept the 3D Printer Policy

MOTION to enter Executive Session to discuss a personnel matter

MOTION to adjourn the Executive Session and resume the regular meeting

MOTION to move the April 9th meeting to April 16th

MOTION to appoint the Election Inspectors

MOTION to adjourn

Attachments