

**HOWLAND PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
OCTOBER 10, 2019**

Pledge of Allegiance

Call to Order: Jan Dolan called the meeting to order at 7:00 PM.

Roll Call of Members:

Jan Dolan, Arabella Drouillard, Diane Landau-Flayter, Kathleen Furfey, Randy Lashua, Mark O'Malley, 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 10, 2019 minutes were approved on a **motion** by K. Twohig and seconded by M. O'Malley. Motion carried.

Financial Report: See attached report.

T. Rigney made a **motion** to accept the Financial Reports for September, 2019 as presented. Seconded by K. Twohig and carried. The **motion** to accept the warrants and claims for vouchers #2778 - 2826 for the month was made by M. O'Malley and seconded by R. Lashua. Motion carried. The budget transfers/amendments were approved as presented on a **motion** by A. Drouillard and seconded by R. Lashua.

President's Report: See attached report.

Director's Report: See attached report.

Unfinished/Committee Reports:

Board Development/Policy Committee: R. Lashua stated there was no meeting held yet, but they will be meeting to go over some polices regarding room use and the safe deposit box. There will probably be a trustee orientation in the near future. A meeting will be scheduled for next week. Also, MHLS sends out notices when they are doing workshops and all trustees should be sure they are getting them.

Building Committee:

T. Rigney stated the committee did not meet. They are expecting to get an update after the Director meets with the other libraries. They are also waiting for information regarding the cameras. The doors did get fixed.

Personnel/Nominating Committee:

A. Drouillard stated that in her absence K. Furfey will be the acting chair for the committee.

At 7:45 PM A. Drouillard made a **motion** to go into Executive Session to discuss the financial history of two specific employees. Seconded by M. O'Malley and carried. At 7:50 PM A. Drouillard made a **motion** to end executive session and resume the regular meeting. Seconded by R. Lashua and carried. T. Rigney made a **motion** that any employee negatively impacted by the HPL Health Insurance Reimbursement Policy will receive a one-time increase of baseline salary equal to 30% of the net change in the Health Care Rate, effective 01/01/2020. Seconded by R.

Lashua and carried. A. Drouillard stated the next issue was the recruitment for the trustee vacancy. There was much discussion regarding the way the Board would like to move forward with the people who showed interest in the vacancy. It was decided that the committee will meet with the candidate(s) and if at the conclusion of the meeting, the committee is in agreement, they can invite the person they are recommending to attend the next Board meeting, with the intent that they would be voted on to fill that vacancy.

Planning Committee: See Report

K. Twohig stated the committee met on September 24 and will meet again on October 22 at 7:15 PM. The minutes are attached.

Friends Liaison Report:

A. Drouillard presented the financial reports for August and September, which are attached to these minutes. The group will receive a wish list from the library now instead of waiting until January.

New Business:

T. Rigney stated it was nice to see the participation on Spirit of Beacon Day, but he feels they need more of a presence in the parade. He suggested making an Ad-Hoc committee next year for the preparation of this. Director Salierno suggested that it could start in May and include trustees and staff.

Good and Welfare:

A thank you note was received from Lauren Coupe for the baby present from the Trustees. R. Lashua spoke about an article regarding a library whose building vote went down. Director Salierno stated the annual membership meeting is the 25th at the FDR Library from 8:30 AM to 12:30 PM. The deadline to sign up is the 15th. A. Drouillard had a poem printed in the Chronogram. She also said she will be away for the November meeting.

Agenda for November 12th, 2019 Meeting to start at 7:00 PM:

Adjournment:

D. Furfey made a **motion** to adjourn at 8:34 PM. Seconded by K. Twohig and the motion carried.

Respectfully submitted,

Julie Beyer, Recording Secretary

MOTION to accept the minutes

MOTION to accept the Warrants and Claims

MOTION to accept the Financial Report

MOTION to accept the budget transfers.

MOTION to go into Executive Session to discuss a personnel issue

MOTION to end executive session and resume the regular meeting

MOTION that any employee negatively impacted by the HPL Health Insurance Reimbursement Policy will receive a one-time increase of baseline salary equal to 30% of the net change in the Health Care Rate, effective 01/01/2020

Attachments