

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

Pledge of Allegiance

Call to Order: Jan Dolan called the meeting to order at 7:01 PM.

Roll Call of Members:

Arabella Champaq Drouillard, Jan Dolan, Diane Landau-Flayter, Kathleen Furfey, Randy Lashua, Mark O'Malley, Darlene Resling, Thomas Rigney, Karen Twohig, and Director Kristen Salierno *ex officio*. Recording Secretary Beyer was excused.

Votes: All votes were unanimous, unless otherwise noted.

Public Participation: None.

Guest Speakers: None.

Reading of the Minutes of the Previous Meeting:

The November 12, 2019 minutes were amended to correct a spelling error, page 2 (David Durmazolu, not Burmazolu), and approved on a **motion** by D. Landau-Flayter and seconded by M. O'Malley. Motion carried.

Financial Report: See attached report.

T. Rigney made a **motion** to accept the Financial Reports for November, 2019 as presented. Seconded by K. Twohig and carried. The **motion** to accept the warrants and claims for vouchers #2862-2902 for the month was made by R. Lashua and seconded by K. Twohig. Motion carried. There were no budget amendments or transfers at this time.

President's Report: See attached report.

Director's Report: See attached report.

Unfinished/Committee Reports:

Board Development/Policy Committee:

R. Lashua, chair, commented on the new BOT Self-Evaluation form. Boards members are asked to complete and return this form ASAP.

Building Committee:

Did not meet.

Personnel/Nominating Committee:

Did not meet. A. Drouillard announced a meeting of the Personnel Committee on Friday December 13 at 11 am.

Planning Committee: See Attached Long Range Plan

K. Twohig stated the committee met on November 19 and December 3. The Planning Committee presented the Long Range Plan (LRP), 2020-2023, attached. K.Twohig made a **motion** to approve the LRP as presented, seconded by D. Landau-Flayter. Motion carried.

A **motion** was made by R.Lashua to approve the new Mission Statement. Seconded by D. Resling. Motion carried.

The Strategic Plan 2020-2023 was present for the BOT review. No action at this time.

Friends Liaison Report: attached

New Business:

M.O'Malley tendered his resignation from the BOT, citing personal reasons, effective 1/1/20. The BOT offered expressions of goodwill and gratitude for Mark's service to the BOT. **Motion** to accept Mark's resignation was reluctantly made by T.Rigney, and seconded by R. Lashua. Motion carried.

J.Dolan announced Committee reconfiguration. Attached.

IT contract. K. Salierno presented the proposed IT Contract from MHLS. The cost is \$1500 annually. Our previous IT cost HPL \$1200 per month. D.Landau-Flayter made a **motion** to accept this contract, seconded by D. Resling. Motion carried.

Director's Evaluation is due. The Personnel Committee will decide the methodology of this annual review.

Good and Welfare:

T. Rigney complimented the HPL on the Holiday Party held last week. He also commented on the process of the Planning Committee in developing the LRP, saying it was inspiring and an honor to work on this project with this team.

J.Dolan and K.Twohig attended the Advocates & Ambassadors program in Kingston, sponsored by MHLS. They reported that the program was useful, well-conducted, and a perfect length of time (2 hours).

Adjournment:

M.O'Malley made a **motion** to adjourn at 8:32 PM. Seconded by K. Twohig. Motion carried.

Respectfully submitted,

Arabella Champaq-Drouillard, Secretary

MOTION to accept the minutes

MOTION to accept the Warrants and Claims

MOTION to accept the Financial Report

MOTION to accept the Long Range Plan 2020-2023.

MOTION to accept the HPL Mission Statement 2020-2023.

MOTION to accept trustee M.O'Malley's resignation, effective 1/1/20.

MOTION to accept the IT Contract with MHLS.

MOTION to adjourn