

**HOWLAND PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
FEBRUARY 11, 2020**

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, Thomas Rigney, Karen Twohig, and Director Kristen Salierno, *ex officio* and Recording Secretary Julie Beyer. Darlene Resling 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 January 14, 2020 minutes were approved with amendments on a **motion** by A. Drouillard and seconded by K. Twohig. Motion carried.

Financial Report: See attached report.

R. Lashua made a **motion** to accept the Financial Reports for January, 2020 as presented. Seconded by T. Rigney and carried. The **motion** to accept the warrants and claims for vouchers #2955 - 2985 for the month was made by K. Twohig and seconded by A. Drouillard. A correction will be made to Accounts 7040 and 7050. Motion carried. There were no budget amendments or transfers at this time.

President's Report: See attached report.

Director's Report: See attached report. On a **motion** by D. Landau-Flayter and seconded by A. Drouillard, Manuel Uribe was appointed as the new bilingual clerk.

Unfinished/Committee Reports:

Board Development/Policy Committee: R. Lashua stated she has not summed up all the information she has received. She will report back later.

Building Committee:

T. Rigney reported that Silvestri came in and replaced the bearings. The cost was about \$600.00 less than they thought it would be. There is a lot of rust on one of the parts, but it's not corrosive, so B. Pedersen suggested waiting to repair it when they come in and do the spring maintenance. There have also been a few heavy rains with no further roof leaks.

Personnel/Nominating Committee: see Report

A. Drouillard stated the committee met on 1/27 and approved all prior minutes. They are reviewing the process of the Director's evaluations and making recommendations to the Executive Committee as they will be doing this next year. They would like to suggest some way to get staff feedback as the Director is in a supervisory position. They were also discussing how to broaden the list of prospective trustees. They have made a list of civic and religious leaders to distribute a "reach out" letter.

Planning Committee:

K. Twohig said the committee didn't meet. They have completed the strategic plans. She would like to see more trustee involvement in outside events.

Friends Liaison Report:

A. Drouillard said she met with Marcia Frahman and Maureen to go over the Memo of Understanding between the library and the Friends. They came up with acceptable wording and will have a draft for the Board's review at the next meeting. It will then need to go to the attorney for final review.

New Business:

K. Salierno stated the Beacon Historical Society has asked to have the library donate a lithograph that is in storage to them. Director Salierno will prepare a history of the piece as well as any legalities involved with making a donation. K. Twohig asked if it would be a long term loaned item. K. Salierno will look into that option also.

On a **motion** by A. Drouillard and seconded by K. Furfey, the annual report to the State was approved. Motion carried.

T. Rigney made a **motion** to accept the salary schedule as presented by the Director. Seconded by K. Furfey and carried.

T. Rigney made a **motion** to accept the 2020-2021 budget as presented. K. Furfey seconded. J. Dolan polled the Board:

A. Drouillard – aye

D. Landau-Flayter – aye

K. Furfey – aye

R. Lashua – aye

T. Rigney – aye

K. Twohig – aye

J. Dolan – aye

Motion carried.

R. Lashua read a letter of resignation. On a motion by T. Rigney and seconded by D. Landau-Flayter this resignation was accepted.

Good and Welfare:

T. Rigney thanked R. Lashua for all of her good work she's done while being on the Board.

A. Drouillard stated she saw Stacey Christensen at the Garrison Art Institute. She is doing very well.

Agenda for March 10, 2020 Meeting to start at 7:00 PM:

Adjournment:

D. Landau-Flayter made a **motion** to adjourn at 8:31 PM. Seconded by K. Furfey 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 appoint Manuel Uribe as the new bilingual clerk
MOTION to accept the annual report to the State
MOTION to accept the salary schedule
MOTION to accept the proposed budget for 2020-2021
MOTION to accept Randy Lashua's resignation letter

Attachments