

South Country Library  
BOARD OF TRUSTEES MEETING  
January 21, 2016  
MINUTES

I. CALL TO ORDER

A. Kamran called the meeting to order at 7:07 p.m.

Present: J. Neal, A. Kamran, M. Cavaleri, ~~W. Klaiber~~, ~~J. Long Merrill~~, A. Graham, G. Cruz, ~~C. Gagliano~~

Staff/Audience: A. Hogle, Jen Marin & Carol Tucker

II. Remarks from the Audience: Eve Sokol and Bill Kokell from the South Country Peace Group handed out information to help us finalize plans for the Peace Pole. Three languages were decided on, English, Spanish, and Sign language. It needs a fourth language and the website was given out to decide on fourth side. It was decided to have it installed for Memorial Day.

III. APPROVAL OF THE MINUTES OF THE December 17, 2015 MEETING

Corrections

1. *A. Graham and A. Gazzola were not in attendance.*
2. *The board agreed that money for the Staff Appreciation party (\$662.53) be taken from the general operating funds and not from the Hubbard Fund as had been the previous practice.*
3. *The server replacement will be taken from the Capital Fund.*

W. Klaiber made a motion as corrected to approve the Minutes of the December 17, 2015 meeting, seconded by Gino Cruz. The vote was unanimous.

IV. Report of the Treasurer

A. Balance Sheets

1. General Fund...\$2,392,969.82
2. Endowment Fund...\$38,120.42
3. Capital Fund...\$425,430.19

A correction to the budget spreadsheet. The monies for the new server is to be taken from the Capitol Fund. This was discussed at the last meeting.

B. Operating Warrants

A. Kamran stated that the treasurer's report be placed on file for audit.

V. Report of the Director and departments

J. Neal made a motion to approve the Report of the Director, seconded by M. Cavalieri. The vote was unanimous.

VI. Report of the Committees

- A. Budget & Finance- no
- B. Buildings & Grounds- no
- C. Personnel – Executive Session
- D. Community Affairs- no
- E. Hubbard Fund- no
- F. Long Range Planning- no
- G. Nominating Committee- no

VII. Old Business - Vote on date to start early Sunday morning hours.(March 2016) J. Long Merrill made a motion to change Sunday hours from 1:00 pm – 5:00 pm to 10:00 am to 2:00 pm starting March 1, 2016, seconded by W. Klaiber. The vote was unanimous.

VIII. New Business- Library Budget Vote on April 5, 2016. The Director met with School District Clerk to review process and timeline. Paperwork is in place and legal notice was approved by Library lawyer. We will be using Scan-tron voting machines.

A new Celebration book will be made in A. Gazzola's Honor with a book plate placed in the book showing it as a gift from the Board. It will be on a subject to celebrate his life. All information will be placed in a binder where family and friends can see the title

Friends 1<sup>st</sup> meeting held January 11, 2016. A few interested people came to the meeting. It was an informal meeting. Questions were asked about the purpose of the Friends and what other Friends groups do for other

libraries. We will continue to expand the publicity about the group and Anne will gather more information for the group.

TAN Funding from School District, do we want to keep one payment or change to multiple payments? This will decrease our charges from the school district. Need to look at our cash flow to determine number of payments. Our accountants have talked to Brookhaven and said it would be a good idea. Anne will continue working on this along with the bookkeeping staff to try to recover some of the interest from the over payments.

State Budget: New information from the State shows level funding for next year.

New Trustee June Johnson: Annelies Kamran made a motion to appoint June Johnson as new trustee to finish out the rest of A. Gazzola's term. It was seconded by J. Neal and the vote was unanimous. She will be given the new Trustee manual.

Gino Cruz made a motion to hire a part time security guard for weekends. M. Cavalieri seconded and the vote was unanimous.

- IX. Other- A motion was made by Annelies Kamran to reimburse Dominic Iadicicco in his paycheck as a work related expense, seconded by Gino Cruz. The vote was unanimous. The data plan usage was previously approved by the Board. This vote was only to decide on payment disbursement.

A formal motion was made by J. Long Merrill to change the time of the Board meeting to 7:00 pm. It was seconded by M. Cavalieri and the vote was unanimous.

- X. Remarks from the Audience

- XI. Adjournment

J. Neal made a motion, seconded by J. Long Merrill to adjourn the meeting at 8:47 p.m. The vote was unanimous.

Executive session