

**South Country Library  
BOARD OF TRUSTEES MEETING  
January 17, 2019  
MINUTES**

**I. CALL TO ORDER**

**J. Neal called the meeting to order at 7:00.**

**Present: J. Neal, A. Kamran, S. Binnington, C. Walsh, C. Trent, C. Gagliano,**

**Absent: J. Johnson, G. Marschall, R. Hunt**

**5 staff members in attendance**

**0 members of the public in attendance**

**II. Remarks from the Audience: None**

**III. APPROVAL OF THE MINUTES OF THE December 20, 2018 MEETING**

**C. Trent made a motion to approve the Minutes of the December 20, 2018 meeting, seconded by A. Kamran. The vote was unanimous and the motion carried.**

**IV. Report of the Treasurer**

**A. Balance Sheets**

- 1. General Fund - \$2,181,420.99**
- 2. Endowment Fund - \$7,016.81**
- 3. Capital Fund - \$371,882.85**

**B. Operating Warrants**

**J. Neal stated that the treasurer's report be placed on file for audit.**

- V. Report of the Administrators – Bathroom project will start shortly- one bathroom at a time. LED strip materials will be available in late February. \$15,013.56 rebate has been awarded for the LED project. Majority of the work will be done at night. Thermostat project is scheduled to begin, cost of \$1,600 for electric and \$500 for cabling. Roofing project will begin from 1/24-1/26. Annual blood drive is 1/25 from 1:00-7:00.

C.Walsh made a motion to approve the Report of the Administrators, seconded by S. Binnington. The vote was unanimous

VI. Report of the Committees:

- A. Budget & Finance- None
- B. Buildings & Grounds- None
- C. Personnel- None
- D. Community Affairs-None
- E. Hubbard Fund-None
- F. Long Range Planning- Strategic planning meeting will be held on March 9, from 9-1.
- G. Nominating Committee- None

VII. Old Business-None

VIII. New Business-

A. Motions to reassign General Operating Funds

1. A. Kamran made a motion to close out and transfer \$12,000.00 from Account #0215 - Fund Balance - Children's Acquisition Committed to Account #0200 Fund Balance – Unassigned, seconded by S. Binnington. The vote was unanimous and the motion carried.
2. C. Gagliano made a motion to transfer \$22,400.00 from Account #0200 - Fund Balance - Unassigned to a new Account #0216 Fund Balance - Roof Repair – Committed, seconded by A. Kamran. The vote was unanimous and the motion carried.

**3. C. Trent made a motion to transfer \$20,000.00 from Account #0200 - Fund Balance - Unassigned to a new Account #0217 Fund Balance - LED – Committed, seconded by C. Walsh. The vote was unanimous and the motion carried.**

**4. C. Trent made a motion to transfer \$218,202.00 from Account #0200 - Fund Balance - Unassigned to Account #0213 Fund Balance - Post Retirement Benefit Fund – Committed, seconded by A. Kamran. The vote was unanimous and the motion carried.**

**Motions to reassign Capital Funds**

**5.C. Trent made a motion to close out and transfer \$275.00 from Account #4060 Fund Balance Parking Lot - Committed and \$51,621.33 Account #4090 - Children's Room Renovation - Committed to Account #4000 Fund Balance – Assigned, seconded by C. Walsh. The vote was unanimous and the motion carried.**

**6. A. Kamran made a motion to pay for the Thermostat Upgrade from Account #4020 - Fund Balance - HVAC System – Committed, seconded by C. Walsh. The vote was unanimous and the motion carried.**

**B. Commemorating Employee Milestones-**

**A.Kamran made a motion to purchase 3 gifts, amount not to exceed \$250.00 for 3 employees that have been employed by the Library for 30 years, seconded by C. Trent. The vote was unanimous and the motion carried.**

**IX. Other- None**

**X. Remarks from the Audience – None**

**XI. Adjournment**

**S. Binnington made a motion to adjourn the meeting at 7:46 p.m., seconded by C. Trent. The vote was unanimous and the motion carried.**