

The Community Library
Board of Trustees Meeting
November 8, 2018

Discussion on procedure for reviewing the bills and checks preceded the opening of the meeting.

Call to order: As a quorum was present, President Ken Hotopp called the meeting to order at 1:10.
Present: Ruth Ashworth, Fred Barnes, Harriet Berard, Linda Carpenter, Ken Hotopp, Jerry Peters, Janet Sand, and Julia Walter. Excused: Ginny Downs, Dee Neary and Director Devon Hedges.

Minutes: Mrs. Sand made a motion, seconded by Mrs. Ashworth and was unanimously approved to accept the minutes of October 11.

Directors Report: Mr. Hedges was not present, copies were distributed and there was no discussion.

Treasurers Report: Mr. Peters explained the changes on the report from Lynn Lawyer. Mr. Peters made a motion, seconded by Ms. Carpenter and it was unanimously approved to pay the bills.

Committee Reports:

Finance - Mr. Peters stated that there is no need to reappropriation the 2019 spending plan. It was approved last year and still stands as approved by the board.

Facilities - Mrs. Ashworth stated that she needs to schedule a walk through inspection of the building. Mr. Barnes requested to be removed from that committee.

Personnel - Mrs. Carpenter reported that she is missing two evaluations for Mr. Hedges. She will schedule a meeting with him after she receives the two outstanding.

Policy - Mrs. Sand presented a policy on Sexual Harassment to the board for action at the December meeting. This gives all members time to read it and comprehend it.

Board Development - The requested task was too cumbersome for tabulating at this meeting. Mrs. Berard instructed all to study the two lists and bring choices to next meeting at which a tabulation sheet will be ready for the final choices of the board.

Building Committee - No report. Have not had any communication with Mr. May. Mr. Hotopp will call him. Please review the architect's plan and forward suggestions, corrections and questions to Devon. If you approve of the plan 'as is' let Devon know.

New Business: Donation and Memorial for Jean Stennett. No decision.

Next meeting: December 13, 2018

Mrs. Sand made a motion to adjourn the meeting and seconded by Ms. Carpenter.

Secretary Pro-Tem, Harriet Berard