

The Community Library  
Board of Trustees Meeting  
May 12, 2022

Call to Order:

As a quorum was present, President Ken Hotopp called the meeting to order at 1:00 p.m.  
Present: Harriet Berard, Jim Collins, Virginia Downs, Ken Hotopp, Janet Sand, Julie Santoro, Julia Walter, (Fred Barnes, Linda Carpenter, Kim Zimmer via Zoom). Excused: Janice Clark, Dee Neary).

Guests:

Ms. Rebecca Leggeri, a candidate for library trustee, attended the meeting.

Minutes:

Mrs. Berard moved to accept the April 2022 minutes. This was seconded by Mrs. Sand and was unanimously approved .

Director's Report:

Ms. Zimmer announced that the library had received a \$500 MVLS grants to support summer programs.

Mrs. Santoro generously donated \$100 to be used for flowers for the exterior of the library.

Ms. Zimmer and the staff are pleased that attendance continues to increase in library patrons and for the programs offered.

Friends of the Library have begun organizing their annual basket raffle.

The library will continue to be the site for early voting which has been extended until August 23.

Treasurer's Report:

Ms. Carpenter outlined the expenses and income for April. The trustees in attendance reviewed the current bills. Ms. Carpenter made a motion, seconded by Mr. Collins, and was unanimously approved to pay the bills.

Committee Reports:

Building & Grounds:

Mr. Barnes announced that the issue with the deed to the annex had been rectified to reflect the title to The Community Library.

Mr. Barnes brought to the trustees' attention the need to make construction decisions quickly at times due to grant dead lines. Thus, he proposed a resolution that was seconded by Mrs. Sand:

*WHEREAS, The Community Library is undertaking the Annex Renovations Project; and  
WHEREAS, the project is funded by several grant source funds that have specific  
project deadlines for grant funds to be expended and the essence of time may be  
a concern to execute documents by the entire Library Board in order to  
meet these deadlines,  
NOW, THEREFORE, .BE IT RESOLVED, that The Community Library Board of Trustees  
has authorized the President of the Board and the Chair of the Building  
and Grounds Committee to review and execute documents related to the Annex  
Renovations Project asbestos remediation, demolition, and fire suppression  
system pending funding agency approvals in order to meet funding program  
deadlines.*

This resolution was unanimously approved by the trustees: Affirmative-9; Negative-0, Abstain-0.

Ms. Zimmer indicated that there will be an asbestos awareness waiver to be signed by those working in the annex.

Personnel:

Mr. Collins explained that the committee is working on an improved director evaluation form.

Policy: Mrs. Sand announced the committee will meet May 26.

Board Development:

The committee will meet May 18 after trustee election results.

Mr. Hotopp mentioned that he has viewed a few of the webinars developed for trustees and has found them informative.

Adjournment:

Mrs. Berard made a motion, seconded by Ms. Walter, and was unanimously approved to adjourn at 1:50 p.m.

Submitted by Virginia Downs