

LIBRARY BOARD OF TRUSTEES MEETING 6/11/10

Peg Scully, Chair: Anne Cunningham, Treasurer: Elizabeth Rhymer, Director: MaryAnn Hogan, Secretary.

Meeting called to order at 2:10pm.

Minutes of the May 5th meeting were read by MaryAnn and accepted as amended.

FINANCIAL REPORT: Accepted as amended. Discussion on how payment to landscaper is to be made—determined that Anne will pay Matt Welch as he presents bills up to \$1835.00. Banking Summary and Budget were discussed. We are generally on target with the budget, but running a bit ahead on books, postage, dues and conferences and telephone. Anne will check on telephone charges.

The Stewart's will donate \$1810.00 this year. Considerations for this gift will be to purchase E-Books for patron use. To be discussed further.

Anne submitted drafts of financial policies that address how the Trustees and the Staff will handle expenditures and any cash that comes into the library.

LIBRARY DIRECTOR'S REPORT: Read by Elizabeth and included a detailed calendar of Events for the Summer.

Old Business:

INSURANCE UPDATE: Peg spoke to Karen Hatch about increasing insurance coverage on the Library contents. Karen assured Peg that we just need to estimate an increased evaluation now. We increased the evaluation by \$20,000.00, and will work on finding the current prices for the items using a volunteer for this project.

TIME MANAGEMENT: Discussion; Elizabeth was given a pay raise starting on pay-week of May 22nd. Her hours were discussed and followed by a confidential Personnel discussion.

Elizabeth prepared Judy Johnson's (Library Assistant) evaluation dated June 1, 2010. Anne will provide the Board with the planned increase and inform Judy.

Also discussed was the Holiday Closings (See attached).

Meeting time to draft Personnel Policies will be discussed at the next meeting which will be held on Wednesday, July 14, 2010 at 12:30pm.

Meeting adjourned at 4:03pm.

Respectfully submitted:

MaryAnn Hogan
Secretary