

**Julia L. Butterfield Memorial Library  
Monthly Board Meeting  
Wednesday, July 17, 2014 - 6 pm**

**Minutes**

- A. In Attendance:** Judy Meyer, Gillian Thorpe, Mike LaRocco, Pam Markano , Dennis Gagnon and Kara Bickham
- B. Special Presentation cancelled:**
- a. Wells Fargo Advisors- Fred Rodriguez was unable to attend library board meeting after change in library meeting schedule. Will reschedule for next month
- C. Acceptance of Minutes:** Mike made a motion to accept the minutes from the June 23<sup>rd</sup> meeting; seconded by Dennis and the motion carried.
- D. Financials:**
- a. Acceptance of Warrants/Checks (vote required): Dennis made a motion to accept the warrants; seconded by Judy; the motion carried.
  - b. Mike made a motion to permanently transfer \$6700 from Wells Fargo account for capital improvements to the library for new air conditioning system; seconded by Kara and the motion passed unanimously.
  - c. Deposit Summary-
  - d. Treasurer Comments if any on:
    - i. Review of Balance Sheet Standard:
    - ii. Profit & Loss Previous Year Comparison:
      - 1. Donations income less than last year at this time because we have not had any transfers from the Friends. We can probably get closer but most likely will not achieve the budgeted amount for donations.
- E. Director's Report –**
- a. Facility and Space
    - i. Vector Security-John Dale to come to board meeting in August to discuss security system recommendations, including camera and alarm placement.
  - b. Marketing and Programming
    - i. Over 125 kids signed up for Reading Incentive Program
    - ii. Programs developed to support Haldane Required Reading list-supported by a \$400 grant from MHLS
    - iii. Summer Camp-full/waiting list full (15 kids) 4 days 7/21-7/24
    - iv. Planning MakerSpace in Children's room-craft space with 3D printer
  - c. Technology/Computers/Website
    - i. New website launched at the end of June
- F. Committee Reports**
- a. Facilities Committee –Dennis
    - i. No meeting this month
      - 1. Pam is moving forward on the Armstrong flooring for the side and front entrance. Will price out installed versus delivery of product alone to be installed by handyman.
  - b. Policy Committee: Pam
    - i. Computer, Internet and Wireless Policy
      - 1. Revision needed of the computer, internet and wireless policy to include use of

headphones for audio

- a. A motion was made by Mike to accept the computer, internet and wireless policy as revised; seconded by Judy and the motion passed.

c. Friends Liaison – Judy

i. Autumn reception--Breakfast at Tiffany's

1. Gillian to do the decorations
2. Blue box chance-purchase a certain number of tickets and put them in the blue box items to win
3. Silent auction for artwork
4. Raffle for bigger prizes (week in Cabo San Lucas, iPad mini, etc)
5. Will also try to also get Breakfast at Tiffany's books for distribution at the event

**G. Old Business**

a. Funding Options-Opinion from Robert Scofield

- i. Robert Scofield wrote an opinion analyzing options to increase library funding using either Option A-replacement of 414 funding with 259 funding on the school district ballot or Option B-supplementing the 414 funding with 259 funding on the school district budget. Pros and cons to both approaches detailed in Robert's opinion.
- ii. Library Board discussed Option A and B at length
- iii. Kara made a motion to supplement current 414 funding with 259 funding on the school district ballot as outlined in Option B; Judy seconded the motion and the motion passed unanimously.

**H. New Business**

**I. Correspondence**

a. Letter from PCLA to Mary Odell

- i. Request for funding
- ii. Details the impact made by libraries in the community and how each funding line is used by the library for the good of the community

**J. Period for Public Expression**

**K. Adjournment:** Meeting was adjourned at 7:00