

Julia L. Butterfield Memorial Library
Monthly Board Meeting
Wednesday, April 15, 2015 – 6:30 pm

MINUTES

Attendance: Judy Meyer, Mike LaRocco, Pam Markano, Gillian Thorpe, Dennis Gagon

Acceptance of minutes of March 19, 2015 Meeting: Dennis made a motion to accept the minutes as revised, seconded by Mike and the minutes were unanimously accepted.

Financials: Acceptance of Warrants: Judy motioned to accept the warrants, Dennis seconded and the warrants were unanimously approved. Mike reviewed the Deposit Summary (including the donations received from the Friends annual appeal), Balance Sheet, and Profit & Loss Previous Year Comparison. Gillian signed the voucher for the funding from Putnam County and estimates that the funds will arrive in a few weeks. Mike is looking forward to receiving the Wells Fargo quarterly report and will be inviting advisor Fred Rodriguez to join the July meeting for a mid-year review.

Director's Report: Gillian reviewed the Director's Report. She reported that at the April 15th staff meeting the major topic of discussion was patron management focusing on the children who heavily use the library after school. Training will be provided for the staff to help them handle conflicts. Camp registration has begun. The money from the Gruber annuity was received and was put towards the purchase of 3 laptops.

Committee Reports:

- Facilities Committee: The committee met on April 9th and reviewed on going issues and better ways to manage how the traffic access the lower level.
- Policy Committee: No meeting was held.
- Friends: The group is brainstorming on ideas for the fall fundraiser. They have been asked to attend the meetings being held for the Public Informational Meetings on Wednesday, April 22nd @ 7 pm and Sunday, April 26th @ 3 pm

Old Business:

- The topic of installing security cameras was discussed again. Gillian will look for additional pricing.
- The quote for shades from Commercial Draperies was accepted and Gillian was instructed to move forward and place the order. Pam will schedule an appointment with the vendor who provides protective film to cover the 1/2 top portion of the 5 windows in the front room.
- New Board Member: A motion was made by Judy and seconded by Pam requesting a vote to add Marjorie Gage to the board. The vote was motioned by Pam and seconded by Dennis. The vote resulted in a "yes" from Judy, Pam and Dennis while Mike abstained.

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New Business:

- No new business was reviewed at the board is focusing on the upcoming vote on May 19th.

The next meeting will be held on Wednesday, May 20th at 6:30.

The meeting was adjourned at 8:30 pm.

Minutes submitted by Pam Markano, Secretary

