

David and Joyce Milne Public Library  
Board of Trustees Meeting Minutes  
Wednesday, September 9, 2015

Present: Rebecca Ohm, Kathleen Schultze, Peter Mehlin, Pat McLeod, Katherine Myers, Karen Kowitz, Charles Bonenti, Bridgit Spann, Sue Pike (Friends),

The meeting was called to order by Rebecca Ohm, at 5:32PM.

Rebecca welcomed new Trustees: Bridget Spann and Charles Bonenti. She asked them to introduce themselves to the Board.

1. Minutes of June 2015 and August 2015 (as amended) Trustees meetings were approved.

2. **Treasurer's report:** (see attached)

Peter Mehlin reported Trustees Annual Fund Account balance \$73,567.48, interest \$30.93; Carpenter Fund balance \$9,940.91, interest \$4.21 and Botsford Fund balance \$85,676.13, quarterly interest \$270.71; Sara Tenney Osborne Fund \$24,629.35. Report was accepted as presented

3. **Director's report:** Highlights: (see attached complete report)

As of 9/15 the Trustees Annual Fund is \$22,235. Reminders will be mailed out by beginning of October

Three excellent library programs are scheduled for October: Charlotte Sachs will run a book group for 6-8<sup>th</sup> grade girls reading books focused on female protagonists; Kathryn Hilfinger will have a Spanish book group; and Jerry Schneider will present The Wonderful World of Bats on Oct 22.

Library had a very busy summer (June-Sept) with attendance at 23,974

Work will begin in 2 weeks to install air-conditioning. This is being paid for by an anonymous donor.

The Friends are back! And donations for Book Sale 2016 are arriving at the library once again. The Friends are using rear lobby of library for sorting.

Pat distributed current circulation statistics from 2007- August 2015.

5. **Committee reports:**

a. **Friends** – Sue Pike

The Friends are glad to be back in library space preparing for Book Sale 2016. They continue with educating the public who are donating books/material on proper transporting of donations through the library to the rear lobby to minimize disruption of daily library operations and patrons. The Friends are investigating obtaining a moving storage Pod to store donated material until library basement renovations have been completed and donations can be stored in basement. Renovations to basement should begin by the end of Oct.

6. **Old Business**

a.) Trustees Annual Fund – See Pat's update in her Monthly Report

b.) Furniture Proposal – Pat distributed a flyer (see attached) with information on 5 drawer CD cabinet she would like Trustees to purchase to add to the other CD cabinets. Cost is \$1,375.00 which includes shipping costs. A motion was made, seconded and passed unanimously to use Trustee funds to purchase Ovation Oak Media Displayer.

c.) Master Plan Update – Rebecca will report on this at next Trustees meeting.

7. **New Business:**

- a.) A quorum of library Trustees will attend the Sept 28 Williamstown Select Board meeting to finalize the appointment of new Trustees: Bridget Spann and Charles Bonenti. Kathleen, Peter, Karen & Rebecca will attend.
- b.) Trustee reception for staff, volunteer & Friends – The Trustees picked Wed Nov 4 as date for reception 4-6PM. Kathleen will contact Deborah Gallagher Catering to check her availability for that date.
- c.) November Trustees meeting – date has been changed to 3<sup>rd</sup> Wed of the month: **Nov 18** as the 2<sup>nd</sup> Wed of Nov is Veteran's Day.

**Next meeting:** Wednesday **Oct 14** at 5:30.

The meeting was adjourned at 6:35PM

Documents distributed at this meeting:

Agenda for Sept 9, 2015 meeting

Approved minutes of June and August 2015 Trustees meeting

Treasurer's Report for Aug 1-3, 2015

Director's monthly report

Circulation Statistics

Flyer for Ovation Oak Media Displayer

Respectfully submitted

Sept 30, 2015

Kathleen Schultze , Secretary