

Lanpher Memorial Library Trustee Meeting

October 8, 2019

4:00 PM

Board Members in Attendance: *Treasurer: Jim Noyes, Emily Dearborn, Fran Aronovici, Susan Hayes (by phone), Library Director: Amy Olsen, and Secretary: Melanie Dickinson*

Others in Attendance: *Friends Liaison: Jack Wool and Diane Szlachetka*

Added Agenda Items:

- Basement Committee
- Free Library

Jim facilitated the meeting due to the absence of Ken and Sigh.

Discussion with Ron Rodjenski: Ron did not attend the meeting today. No action on checkbook options.

Friends Report: Many events are planned for October and November. Plans for the First Tuesday Talk Series for 2020 was outlined in the report.

Secretary's Report: The motion was made by Emily and seconded by Fran to accept as written the minutes of the September 10, 2019 meeting minutes. Roll Call vote – Emily – yes, Jim – yes, Fran – yes, Susan by phone – yes and Melanie – yes. Motion was passed.

Treasurer's Report: Warrants were signed by the Trustees.

Jim reported that the Book Sale raised \$560.

Kim was concerned with purchases and changes to some of the CDs which were made by Rich Jacobs without her knowledge or the Trustees approval. Therefore, the following motion was made by Jim and seconded by Emily – The Trustees amend the April 9, 2019 approval to open Certificate of Deposits for \$1,000 for 11 months and allow the opening of 1 of the 11 CD's in the amount of \$1,000.60 with an additional \$.69 as pre-paid interest for entering a premium CD in the middle of the interest bearing period with the extra \$1.29 coming from the cash account at Edward Jones. Roll Call vote – Emily – yes, Jim – yes, Fran – yes, Susan by phone – yes, and Melanie – yes. Motion was passed.

After discussion, Emily made the motion and seconded by Fran to agree to open our CDs from 12 months to 11 or 13 months whichever has a better interest. Roll Call vote – Emily – yes, Jim – yes, Fran – yes, Susan by phone – yes, and Melanie – yes. Motion was passed.

Emily made the following motion and seconded by Fran – The Trustees amend the April 9, 2019 approval to open Certificate of Deposits with Edward Jones and allow CD-s to be opened with terms between 11 mos and 13 mos. Roll Call vote – Emily – yes, Jim – yes, Fran – yes, Susan by phone – yes, and Melanie – yes. Motion was passed.

The Board would like to thank Kim for her dedication and commitment to alerting us of these important matters.

Librarian's Report: Amy alerted us to a recommendation by Eugen Dambach to purchase new computers due to Windows 7 no longer being supported after 2019. She will present a plan next month for these purchases. David Macaulay's traveling art exhibit will be here in November.

Old Business:

- Salary Committee Update – The Committee will be prepared with a salary proposal at our next budget meeting.

New Business:

- Budget Prep – Jim presented a worksheet which allowed us to review last year's budget and to suggest changes to create a 2020 – 2021 budget.
- Annual Appeal Committee Update - The mailers are ready to go in the mail. Donor letters will be finished by the end of the week. Sigh and Melanie will work with EDDM to pay for mailers and then take to the Post Offices.
- Basement Committee Update – An estimate which included both rooms of the addition basement area was received from Stephen Martin. Amy and Susan will work on grants.
- Free Library – Fran and Amy met with Rick Loya to review plans for building a free library which will be called the Lanpher Memorial Library Annex. It will be placed on the French House Lawn next spring.

Agenda Items for next meeting:

- Budget Prep.
- Capital Reserve Fund Update
- Special Budget Meeting (November 5)

Adjourn: Emily made the motion and seconded by Susan to adjourn the meeting . Roll Call Vote – Emily – yes, Jim – yes, Fran – yes, Susan by phone – yes, and Melanie – yes. Meeting was adjourned at 5:20 PM.

Next Meeting: November 12, 2019