

CUBA CIRCULATING LIBRARY  
BOARD OF TRUSTEES MEETING

February 13, 2017

Present: Jamie Achey, Shannon Appleby, Connie Doyle, Marsha Long, Michele Miller, Fred Pearce, Bob Rasmussen, Lorraine Sirianni, Robin Valeri, Leah Weber, Tina Dalton, Patricia Linderman

Absent: Jamie Murphy, Christine Berardi

1. The meeting was called to order by President Robin Valeri at 5:30 p.m.
2. Public Comment- None
3. Friends of the Library- Friends are unable to do any fundraising until they receive an authorization number, but have been working with Leah and Tina on advocacy for public funding.
4. Minutes of the January meeting were read.
  - a. Corrections: semantical errors
  - b. Motion to accept corrected minutes by Michele Miller
  - c. Seconded by Marsha Long
  - d. All in favor; minutes accepted.
5. Financial Secretary's Report (see attached)
  - a. Motion to accept report by Michele Miller
  - b. Seconded by Lorraine Sirianni
  - c. All in favor, Financial Report accepted.
6. Committee Reports
  - a. Finance- Michelle presented summary of investment accounts. Michelle presented a list of responsibilities for the financial committee.
  - b. Building and Grounds- None
  - c. Personnel- (see attached) Marsha presented updated personnel and whistle blower policies. Motion to approve the whistle blower policy by Michele Miller, seconded by Connie Doyle; all in favor, motion carried. Motion to approve personnel policy with corrections by Connie Doyle, seconded by Jamie Achey; all in favor, motion carried.

- d. Acquisitions/Art Gallery- New display by Theresa Heinz.
  - e. Planning- (see director's report) Lorraine presented a list of library objectives completed in 2016, and a new list of objectives for 2017. Motion to accept new objectives for 2017 by Michele Miller, second by Shannon Appleby; all in favor, motion carried.
  - f. Programs- (see directors' reports) Committee met 1/24/17 to discuss program ideas.
  - g. Technology- None
  - h. Nominating- Sandy Tsujimoto has declined her seat on the BOT. Committee will contact possible replacements for approval at the next meeting.
7. Unfinished Business- Robin reminded committee chairs to finish lists of committee responsibilities for the next meeting.
8. New Business- Discussed whether BOT members are in favor of taking an oath of office, as it is not required by our library association. BOT members agreed that they are not interested in an oath of office at this time. Conflict of interest policy (see attached) discussed applying to BOT members and employees with purchasing power. Motion to approve by Michele Miller, seconded by Lorraine Sirianni; all in favor, motion carried. Robin presented an ethics statement (see attached). Motion to approve by Connie Doyle, seconded by Marsha Long, all in favor, motion carried.
9. Directors' Reports (see attached)
- a. Leah gave a brief description of new books and DVDs.
  - b. Leah presented a review of her monthly report.
  - c. Tina gave a brief description of new books.
  - d. Tina presented a review of her monthly report.
10. Motion to adjourn by Fred Pearce  
Seconded by Lorraine Sirianni  
Meeting adjourned at 6:40pm

Respectfully submitted,

Patricia Linderman