

Cuba Circulating Library

Board of Trustees Monthly Meeting Minutes

Monday, June 11, 2018

**Present:** Christine Berardi, Lynn Fulmer, Trisia Young, Faith Stewart, Gary Enderle, David Crowley, Michele Miller, Robin Torpey, Jamie Achey, Marlene Doyle, Sharry Semans and Cindy Dutton. Our guest speaker, Jill Pleakis from Morgan Stanley was also present.

**Call to order:** The meeting was called to order by Christine Berardi at 5:32 PM.

**Public Comments:** Mike Webber spoke about alleged violations by the Board of open meeting laws and executive session issues. Robin Torpey asked Mike to put his concerns in writing so the Board could respond to his inquiries.

**Guest Speaker:** Jill Pleakis from Morgan Stanley reviewed our investments. The investments have been the same since 2014. She suggested that we may want to put some money in CD's or cash in case we need money for such things as building repair. The Finance Committee will meet to discuss and make recommendations.

**Minutes of Previous Meeting:** Dave Crowley moved to accept the minutes of the May 14, 2018 meeting. Trisia Young seconded the Motion, which was passed.

**Financial Report:** Marlene Doyle indicated everything is going great. She was contacted by EFPR Group re 2017 audit, which will cost \$3,200. It is more expensive than usual. However, it was her belief that we should have a thorough audit performed due to the turnover in directorship. Marlene also indicated that she ordered supplies, but had to charge them to her personal credit card because of an issue with the Library's credit card. She is getting that straightened out. Marlene also reviewed the financial report with us. A Motion was made by Dave Crowley to accept the financial report. The Motion was seconded by Michele Miller, which was passed.

**Buildings/Grounds:** Lynn Fulmer indicated there were several repairs needed. She explained there was recently a big gap (hole) in the front of the building which allowed squirrels and birds to enter the building. That hole was fixed by Dean Finnerty. There are also several rotten window sills and window frames. She will get bids to fix them. The gutters need to be cleaned and some work to a down spout. She will get bids. We are still waiting for Mike Miller to fix the front door. The flowers and mulch need to be watered and cared for on a regular basis, and she is looking for board members to help. Also the ivy needs cutting, which Dave Crowley has volunteered to do.

**Personnel:** Christine Berardi indicated we have ten resumes for the Youth Director position. Letters have been sent to each asking them to be patient, and that we will be starting the interviewing process shortly. We have received seven resumes for the Director position. We will be scheduling interviews shortly, but want to finalize the personnel policy first, which is in its final stage and will be done shortly.

**Acquisitions:** No report, except there is some damage to the Community Room walls. Discussion was had about fixing it.

**Planning:** Sharry Semans indicated nothing to report.

**Programs:** Cindy Dutton indicated some have been cancelled. The book group is doing okay. Children's programs are going strong thanks to Janet Rhodes, and Sally Miller, and others.

**Technology:** Cindy Dutton said everything is okay.

**Nominating Committee:** They need to meet in order to provide names for Vice President and Secretary, and to fill possible Board vacancies.

**Unfinished Business:** The Board is putting on a Business After Hours social on June 19, 2018, from 5:00 PM to 7:00 PM. It will be held in the Library. People were asked to bring in treats, and it was asked that as many Trustees as possible should attend.

**New Business:** Lynn Fulmer indicated she was reviewing the surveys about the Library and will provide a report in the near future.

Cindy Dutton had a copy of Dr. Robin Valeri's new book and encouraged all to read about skinheads.

**Friends:** Pat Ash handed out information regarding the Friends' dinner fundraiser at Moonwinks which is replacing the Wine and Cheese Gala. She also requested a copy of our financial report, as she stated that Friends had given money for programs and prizes and wanted to make sure the Library had used the money.

A motion was made by Lynn Fulmer to adjourn the meeting at 7:10 PM, which was seconded by Trisia Young. The motion was passed.

Respectfully submitted,

Sharry Semans

Acting Secretary