

Cuba Circulating Library  
Board of Trustees Monthly Meeting Minutes  
Monday, May 13, 2019

**Present:** Christine Berardi, Lynn Fulmer, Gary Enderle, David Crowley, William Fraser, Sara Talbot, Trisia Young, Robin Torpey, Hannah Whittaker and Sharry Semans.

Also present was Tina Dalton, Director

**Absent:** Marsha Long and Faith Stewart

**Call to Order:** The meeting was called to order by Christine Berardi at 5:28 PM.

**Public Comments:** None.

**Friend's Report:** Twila Barr indicated that the Spring Tea is scheduled for May, 2019. There is a book sale scheduled for June 10-13, with a preview sale on June 6 for Friend's members only.

**Minutes of Previous Meeting:** Lynn Fulmer moved to accept the minutes of the April meeting, and William Fraser seconded the motion. The motion was passed.

**Treasurer Report:** Gary Enderle reviewed his written report. There was very little discussion, as it was self-explanatory.

**Committee Reports:**

**Finance:** See above. Also, Tina submitted a report from the bookkeeper. Dave Crowley made a motion to accept the report. Trisia Young seconded the motion, and the motion was passed.

Tina indicated that she and Lori were working together, and that the audit was being performed. Lori is still working on getting the line items corrected.

**Buildings/Grounds:** Lynn Fulmer indicated that the beautification of the outside areas was happening, and she requested volunteers for May 22, at 3:30 P to assist with mulching and planting. Rain date would be May 23.

Lynn and Tina also indicated there was some water damage in the book room. They are working to get that repaired.

Tina also indicated that a dedicated line was needed in order for the fire alarm to work. A cellphone receptor was installed at the cost of approximately \$1,100. (See below, Technology)

Regarding the overhang, Lynn talked to the Code Enforcement Officer who advised that no architectural plans were necessary, so we did not hire an architect. Because we did not spend that money, and because we are so grateful for Lisa Robinson's work and input on the overhang project, there was discussion of paying Lisa Robinson. A motion was made by Lynn Fulmer to pay Lisa Robinson Five Hundred Dollars (\$500). The motion was seconded by William Fraser, and the motion was passed. Lynn will make arrangements to pay her.

**Personnel:** There have been some updates to the personnel policy regarding sick pay, and weather/other emergency closings. After discussion and review, William Fraser made a motion to accept the revamped Personnel Policy. Lynn Fulmer seconded the motion, and the motion was passed. The Personnel Policy will be revised to accept the new language.

**Acquisitions/Gallery:** There was no report from the committee. However Tina indicated the current exhibition was by a local artist, Matt Williamson. She is thinking of asking him to come in and talk about the exhibit.

**Planning:** Marsha Long was absent, but she had left information for Sharry to present to the Board. The Planning Committee had recently met, and had reviewed the surveys. There was a handout regarding the results. It appears that the community's biggest concerns are economic (poverty, lack of jobs), transportation and illiteracy. It was suggested that we could share these survey results with the Chamber of Commerce.

It was further explained that the Committee is focused on a long range plan of five to ten years, noting aspirations, needs and solutions. This will help create a timeline we can use to plot and prioritize actions we feel are necessary on an annual or shorter term basis.

**Programs:** Tina indicated that April had been a great month for programs. She is always open to hear any ideas.

**Technology:** Tina indicated a new phone system had been installed. Because of that, the fire alarm no longer worked, but the problem had been solved. (See above, Buildings and Grounds).

**Nominating Committee:** No report.

**Unfinished Business:** Nothing was discussed.

**New Business:** Tina made the Board aware that Janet Rhodes had been injured taking down the crossroads sign. Thankfully, the injury to her mouth did not require stitches or dental work. However, there will be a Worker's Comp claim set up.

**Director's Report:** Tina Dalton reviewed her report. She also indicated that the Library will be very involved in the Diary Days. The Library will be constructing a float.

Tina also furnished a copy of the Youth Services Monthly Report.

A motion to adjourn the meeting was made by Lynn Fulmer and seconded by Trisia Young. The motion passed and the meeting was adjourned at 6:05 PM.

Respectfully submitted,

Sharry Semans, Recording Secretary