



Red Jacket Community Library

MINUTES

6 DECEMBER 2011

BOARD OF TRUSTEES REGULAR MEETING

7:00 PM

ROLL CALL (PRESENT; ABSENT)

- JANINE BOOR, TREASURER
- NICOLE COYNE, PRESIDENT
- MARLENE DEGLOMA
- ANN GULICK
- BRIDGET MCNABB MILLIMAN
- ROXIE MERITHEW
- CAROLE MINK, VICE-PRESIDENT

- RANDALL OTT, SECRETARY
- ARLENE REEVES
- SALLY SCHAERTL
- CHELLIE VANAKEN

OTHERS PRESENT:

- ANDREA TILLINGHAST-THOMPSON, DIRECTOR

THE MEETING WAS CALLED TO ORDER BY PRESIDENT N. COYNE AT 7:10 PM.

APPROVAL OF MINUTES

DRAFT MINUTES FROM THE NOVEMBER REGULAR MEETING WERE PRESENTED BY R. OTT.

RESOLVED, THAT THE MINUTES OF THE 1 NOVEMBER 2011 REGULAR MEETING ARE APPROVED AS READ, ON MOTION BY J. BOOR AND SECOND BY C. VANAKEN.

FINANCIAL REPORT

J. BOOR PRESENTED THE FINANCIAL REPORTS. TAX LEVY HAS BEEN DEPOSITED, WHICH WAS REQUESTED IN WRITING FROM THE SCHOOL DISTRICT.

RESOLVED, THAT FINANCIAL STATEMENTS DATED 31 OCTOBER 2011 ARE RECEIVED AND SUBJECT TO AUDIT, ON MOTION BY A. GULICK AND SECOND BY R. MERITHEW.

LIBRARY DIRECTOR'S REPORT

THE DIRECTOR'S REPORT DATED DECEMBER 6, 2011 WAS PRESENTED BY A. TILLINGHAST.

- A NEW XBOX 360 WAS PURCHASED BY THE FRIENDS AND WAS A HIT FOR A NEW RELEASE PARTY.
- MARGE MILLER WAS THE FEATURED DONOR AT THE DONOR SALUTE PARTY FOR HER YEARS OF LARGE-PRINT DONATIONS. PATSY OLSZEWSKI WAS HONORED FOR TEN YEARS OF SERVICE. THE LIBRARY PERMANENT CHARTER WAS PRESENTED; IT HAS BEEN FRAMED AND IS READY TO BE HUNG.
- HOLIDAY DECORATIONS IN THE LIBRARY WERE PUT UP BY THE TEEN GROUP.
- BOOKS, DVD'S, AND VIDEO GAMES MAY BE SPONSORED BY TAKING A WISH FROM THE CHRISTMAS TREE.
- THE JOINT COMMITTEE MET TO DISCUSS THE HANDICAP PARKING ISSUE. HANDICAP PARKING SIGNAGE CAN BE MOUNTED ON POSTS. THE LIBRARY MUST PURCHASE THE SIGNS. THE SUPERINTENDENT OF SCHOOLS MUST APPROVE
- FINANCIAL STATEMENTS FROM 2010-11 WITH THE INDEPENDENT ACCOUNTANTS'S REVIEW REPORT, DATED AUGUST 31, 2011, WERE PRESENTED WITH THE 990 TAX FORMS.

RESOLVED, THAT THE COMPLETED FORM 990, RETURN OF ORGANIZATION EXEMPT FORM INCOME TAX, IS APPROVED, ON MOTION BY B. MILLIMAN AND SECOND BY A. GULICK.

COMMITTEE REPORTS

POLICY: R. MERITHEW OPENED A DISCUSSION TO RAISE FINES CONSISTENT WITH NEIGHBORING LIBRARIES. FINE FREE FRIDAYS WOULD REMAIN IN PLACE.

RESOLVED, TO RAISE FINES ON BOOKS FROM TEN CENTS TO TWENTY CENTS PER DAY EFFECTIVE 1 JANUARY 2012, IS APPROVED, ON MOTION BY R. MERITHEW AND SECOND BY C. VANAKEN.

BUDGET: J. BOOR PRESENTED A DRAFT 2011-12 BUDGET FOR CONSIDERATION. A. TILLINGHAST PRESENTED INFORMATION ON HOW OTHER LOCAL PUBLIC SCHOOL DISTRICT LIBRARIES MANAGE THEIR BOOK KEEPING DUTIES. DISCUSSION ON THIS MATTER NEEDS TO CONTINUE AT OUR NEXT REGULAR MEETING.

LONG RANGE PLAN: N. COYNE ANNOUNCED THAT THIS COMMITTEE DOES NEED TO MEET.

ADJOURNMENT

RESOLVED, THAT THE MEETING ADJOURN AT 8:35 PM, HAS NO OBJECTION AFTER MOTION BY A. GULICK AND SECOND R. MERITHEW.

RESPECTFULLY SUBMITTED,

X

Randall Ott
Secretary
