



# Red Jacket Community Library

## MINUTES

3 MAY 2011

BOARD OF TRUSTEES REGULAR MEETING

7:00 PM

### ROLL CALL ( PRESENT; ABSENT)

- |   |   |
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| <input type="checkbox"/> JANINE BOOR                        | <input type="checkbox"/> CAROLE MINK, VICE-PRESIDENT                      |
| <input checked="" type="checkbox"/> NICOLE COYNE, PRESIDENT | <input checked="" type="checkbox"/> RANDALL OTT, SECRETARY                |
| <input checked="" type="checkbox"/> MARLENE DEGLOMA         | <input checked="" type="checkbox"/> ARLENE REEVES, TREASURER              |
| <input checked="" type="checkbox"/> ANN GULICK              | <input checked="" type="checkbox"/> SALLY SCHAERTL                        |
| <input checked="" type="checkbox"/> MARILYN HUDSON          |   |
| <input checked="" type="checkbox"/> BRIDGET MCNABB MILLIMAN | <b>OTHERS PRESENT:</b>  |
| <input checked="" type="checkbox"/> ROXIE MERITHEW          | <input checked="" type="checkbox"/> ANDREA TILLINGHAST-THOMPSON, DIRECTOR |

THE MEETING WAS CALLED TO ORDER BY PRESIDENT N. COYNE AT 7:04 PM.

### COMPLIMENTS AND COMPLAINTS

M. HUDSON ATTENDED THE DOMINOS CLUB AND OFFERED A COMPLIMENT.

### LIBRARY VOTE

THE LIBRARY BUDGET PASSED IN THE VOTE HELD YESTERDAY. THE TALLY WAS 45 IN FAVOR AND 13 AGAINST. S. SCHAERTL WAS ELECTED TO A SECOND TERM ON THE BOARD OF TRUSTEES; CHELLIE VANAKEN WAS ELECTED TO THE OTHER OPEN SEAT ON THE BOARD OF TRUSTEES.

### APPROVAL OF MINUTES

DRAFT MINUTES FROM THE LAST MEETING WERE PRESENTED BY R. OTT. RESOLVED, THAT THE MINUTES OF THE 5 APRIL 2011 BOARD OF TRUSTEES REGULAR MEETING ARE APPROVED AS PRESENTED, ON MOTION BY M. HUDSON AND SECOND BY R. MERITHEW.

### FINANCIAL REPORT

FINANCIAL REPORTS FROM MARCH 2011 WERE PRESENTED BY A. REEVES WITH A REMINDER THAT SOME EXPENSES UNDER OPERATIONS AND BUILDING EXPENSE WILL BE DEPRECIATED AT THE END OF THE YEAR BY THE AUDITOR. RESOLVED, THAT FINANCIAL STATEMENTS DATED 27 MARCH 2011 ARE RECEIVED AND SUBJECT TO AUDIT, ON MOTION BY M. HUDSON AND SECOND BY A. GULICK.

### LIBRARY DIRECTOR'S REPORT

THE DIRECTOR'S REPORT DATED 3 MAY 2011 WAS PRESENTED BY A. TILLINGHAST. HIGHLIGHTS INCLUDE THE EASTER EGG HUNT AND WATER SAFETY PROGRAM. CIRCULATION STATISTICS ARE NOT AVAILABLE FOR APRIL YET. THE SYSTEM IS DOWN FREQUENTLY AND IS AN ADDED DIFFICULTY ON STAFF. PLS IS WORKING ON THE PROBLEM. ACTION WAS SOUGHT TO CREATE A FULL TIME LIBRARY ASSISTANT; THE SUBSTITUTE LIBRARY CLERK POSITION HAS SINCE EXPIRED. ACTION WAS ALSO REQUESTED REGARDING THE USE OF MEMORIAL FUNDS TO PURCHASE A SECOND BENCH. ONE BENCH WILL BE PURCHASED IN MEMORY OF CARL JOHNSEN. RESOLVED, THAT A NEW POSITION OF LIBRARY ASSISTANT BE CREATED, ON MOTION BY A. REEVES AND SECOND BY S. SCHAERTL.

RESOLVED, THAT UNDESIGNATED FUNDS FROM THE MEMORIAL FUND BE USED TO PURCHASE A SECOND BENCH, ASSOCIATED FREIGHT, AND MEMORIAL PLAQUES, ON MOTION BY A. REEVES AND SECOND BY A. GULICK.

**NEW BUSINESS**

SUMMER LIBRARY HOURS WERE DISCUSSED TO ACCOMMODATE THE NEEDS OF PATRONS AND STAFF AND TO INCREASE THE HOURS OF OPERATION TO 41 HOURS PER WEEK.

RESOLVED, THAT SUMMER HOURS BE CHANGED FROM 10 AM TO 5 PM ON MONDAY, WEDNESDAY, AND FRIDAY, FROM 1 PM TO 9 PM ON TUESDAY AND THURSDAY, AND FROM 9 AM TO 1 PM ON SATURDAY, ON MOTION BY A. REEVES AND SECOND BY M. HUDSON.

**ADJOURNMENT**

RESOLVED, THAT THE MEETING ADJOURN AT 7:56 PM, ON MOTION BY M. HUDSON AND SECOND BY A. GULICK.

RESPECTFULLY SUBMITTED,

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Randall Ott  
Secretary

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