



Red Jacket Community Library

MINUTES

13 AUGUST 2012

BOARD OF TRUSTEES REGULAR MEETING

7:00 PM

ROLL CALL (PRESENT; ABSENT)

- JANINE BOOR
- JOAN CAPRON
- BEV CHRYSLER
- NICOLE COYNE, PRESIDENT
- ANN GULICK
- ROXIE MERITHEW
- CAROLE MINK, VICE-PRESIDENT
- RANDALL OTT, SECRETARY

- ARLENE REEVES
- SALLY SCHAERTL
- CHELLIE VANAKEN

OTHERS PRESENT:

- STACEY WICKSALL, DIRECTOR
- RITA LONNEVILLE, TREASURER

THE MEETING WAS CALLED TO ORDER BY PRESIDENT N. COYNE AT 7:02 PM.

FINANCIAL REPORTS

R. LONNEVILLE PRESENTED THE FINANCIAL REPORTS. QUICKBOOKS 2012 VERSION HAS BEEN INSTALLED; ACCOUNTS WILL BE BETTER DEFINED. THE CPA WAS AT THE LIBRARY FOR ABOUT 3 HOURS AND ADVISED MORE USE OF JOURNAL ENTRIES AND PAYROLL ENTRIES. THE MONTHLY LIST OF EXPENDITURE VOUCHERS WAS REVIEWED.

RESOLVED, THAT THE FINANCIAL STATEMENTS DATED 31 JULY 2012 ARE RECEIVED AND SUBJECT TO AUDIT ON MOTION BY A. GULICK AND SECOND BY C. VANAKEN.

RESOLVED, TO APPROVE EXPENDITURES AS PRESENTED AND AUTHORIZE PAYMENT OF BILLS TOTALING \$893.42 ON MOTION BY R. MERITHEW AND SECOND BY C. VANAKEN.

DIRECTOR'S REPORT

S. WICKSALL PRESENTED THE AUGUST LIBRARY REPORT. HIGHLIGHTS INCLUDE THE FOLLOWING:

- NUMBERS ARE UP OVER LAST SUMMER, HOPING FOR GOOD ATTENDANCE AT UPCOMING READING PARTIES.
- THE BOOK SALE WENT WELL.
- THE TRIP TO KODAK TO PICK UP FURNITURE IS THIS THURSDAY (8/16).
- REQUEST FOR POLICY ACTION ON USAGE OF ELECTRONIC BOOK READERS (GALAXY, KINDLE) WAS MADE AND RESULTED IN DISCUSSION. ACTION WAS TABLED FOR TIME TO COLLECT COMPARABLE POLICES AT OTHER LIBRARIES.
- \$244 IS THE PRICE TO REPAIR SIDE OF DAMAGED BENCH AT LIBRARY ENTRANCE. IT APPEARS THAT UNEVEN PAVEMENT UNDER THE BENCH CAUSED CRACKS TO FORM.

MEETING MINUTES

DRAFT MINUTES FROM THE JULY MEETING WERE PRESENTED.

RESOLVED, THAT MINUTES OF 9 JULY 2012 REGULAR MEETING ARE APPROVED AS PRESENTED, ON MOTION BY R. MERITHEW AND SECOND BY A. GULICK.

RESOLVED, THAT MINUTES OF 2012-13 ANNUAL MEETING DATED 9 JULY 2012 ARE APPROVED AS PRESENTED, ON MOTION BY R. MERITHEW AND SECOND BY C. VANAKEN.

COMMITTEE REPORTS

LONG-RANGE PLAN STAFFING FOR SHORT TERM NEEDS AND LONG TERM GOALS WAS DISCUSSED. THE VACANCY FOR ASSISTANT LIBRARIAN MAY CONTINUE THROUGH THE END OF THE YEAR BASED ON THE CIVIL SERVICE TIMELINE. THE TEMPORARY CLERK POSITION WAS ALSO DISCUSSED.

CORRESPONDENCE AND COMMUNICATION

R. MERITHEW DISCUSSED THE POSSIBILITY OF HOLDING BABYSITTING TRAINING THROUGH THE RED CROSS FOR GIRL SCOUTS AT THE LIBRARY.

ADJOURNMENT

RESOLVED, THAT THE MEETING ADJOURN AT 7:52, ON MOTION BY R. MERITHEW AND SECOND BY A. GULICK.

RESPECTFULLY SUBMITTED,

9/22/2012

X 

R. Ott
Secretary
Signed by: Randall Ott