



Red Jacket Community Library

MINUTES

11 FEBRUARY 2013

BOARD OF TRUSTEES REGULAR MEETING

7:00 PM

TRUSTEE ROLL CALL (PRESENT; ABSENT)

- JANINE BOOR
- JOAN CAPRON
- BEV CHRYSLER
- NICOLE COYNE, PRESIDENT
- ANN GULICK
- ROXIE MERITHEW
- RUBY MORRISON
- 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.

MEETING MINUTES

DRAFT MINUTES FROM THE JANUARY MEETING WERE PRESENTED.

RESOLVED, THAT MINUTES OF THE 14 JANUARY 2013 REGULAR MEETING ARE APPROVED AS PRESENTED; MOTION BY R. MERITHEW, SECOND BY S. SCHAERTL, AND UNANIMOUSLY CARRIED.

FINANCIAL REPORTS

R. LONNEVILLE PRESENTED A PROPOSED 2013-2014 BUDGET FOR REVIEW. FURTHER BUDGET DISCUSSION WILL BE ON THE MARCH AGENDA. JANUARY FINANCIAL REPORTS AND THE MONTHLY LIST OF EXPENDITURE VOUCHERS WERE ALSO REVIEWED.

RESOLVED, THAT THE FINANCIAL STATEMENTS DATED 31 JANUARY 2013 ARE RECEIVED AND SUBJECT TO AUDIT; MOTION BY R. MERITHEW, SECOND BY J. CHRYSLER, AND UNANIMOUSLY CARRIED.

RESOLVED, TO APPROVE EXPENDITURES IN THE AMOUNT OF \$2978.14 AND AUTHORIZE PAYMENT OF INVOICES FOR FEBRUARY; MOTION BY J. BOOR, SECOND BY R. MORRISON, AND UNANIMOUSLY CARRIED.

DIRECTOR'S REPORT

S. WICKSALL PRESENTED THE FEBRUARY LIBRARY REPORT, INCLUDING THE FOLLOWING ITEMS:

- COMPUTERS #14 AND #20 HAVE BEEN REPLACED AND ARE BRAND NEW. WORD 2013 WILL BE INSTALLED NEXT WEEK.
- THE CASSIE SYSTEM WILL BE INSTALLED NEXT WEEK.
- A NEW COMPUTER MONITOR NEEDS TO BE PURCHASED.

RESOLVED, TO PURCHASE A COMPUTER MONITOR FOR \$129; MOTION BY R. MORRISON, SECOND BY R. MERITHEW, AND UNANIMOUSLY CARRIED.

COMMITTEE REPORTS

POLICY: R. MORRISON PRESENTED A DRAFT OF POLICY 300-1. PROPOSED CHANGES WERE MADE TO PARAGRAPHS F (ADMINISTRATIVE LEAVE) AND H (BEREAVEMENT LEAVE). COPIES OF THE NEW LIBRARY CARD REGISTRATION CARD WERE DISTRIBUTED.

S. WICKSALL SHARED STATISTICS ON CIRCULATION RATES OVER THE PAST TWO SUMMERS.

RESOLVED, THAT LIBRARY HOURS FOR THE SUMMER SHALL BE NOON – 8:00 PM ON MONDAY, TUESDAY, THURSDAY AND FRIDAY, NOON – 5:00 PM ON WEDNESDAY, AND 10:00 AM – 1:00 PM ON SATURDAY; MOTION BY J. BOOR, SECOND BY R. MORRISON, AND UNANIMOUSLY CARRIED.


LONG RANGE PLAN: THE COMMUNITY PARTICIPANTS MEET THREE TIMES AS PART OF THE 5-YEAR PLANNING PROCESS. A FINAL DRAFT OF PROPOSALS WAS GENERATED BY THE COMMUNITY COMMITTEE . S. WICKSALL THE DISTRIBUTED COPIES THE DRAFT PLAN WITH A CALL FOR TRUSTEE FEEDBACK. THE PLAN WILL BE DISCUSSED AT THE MARCH BOARD MEETING.

ADJOURNMENT

RESOLVED, THAT THE MEETING ADJOURN AT 8:17; MOTION BY R. MERITHEW AND SECOND BY J. BOOR WITHOUT OBJECTION.

RESPECTFULLY SUBMITTED,

4/5/2013

X 

R. Ott
Secretary
Signed by: Randall Ott