

Approved 10/3/2011

MINUTES
Board of Trustees' Meeting
September 12, 2011

Present:

Dorothy Balko	Bruce Charbonneau	Lee Jamison	
Jane Jessup Mayer	Andrew Pellettieri	Karen Vecellio	
Gary Spielmann	Paula Van Meter	Michael Wheeler	Mark Wilson

Guests: Bonnie Shannon, Jim Dunham

Excused: Patricia Altman , F. James Tuttle, Julie Johnson, Director

Report on Upcoming Hudson Street Repair / Traffic Disruption: Jim Dunham reported on the status and projected schedule of the project: work is to begin on September 2nd and is expected to be completed by November 3rd.

July Minutes: Motion made (Jessup Mayer), seconded (Wheeler) and approved to accept as drafted.

Reports:

Director: No report, in Julie's absence. Gary reviewed recent staff changes.

Treasurer (attached) – Motion made (Pellettieri), seconded (Vecellio) and approved to accept the report. The May, 2011 expenditures: Ledger - \$6,660.43 and VISA \$558.68 were reviewed by Lee and found to be in order. July and August expenditures to be reviewed by Mark.

Committees:

Buildings & Grounds – Dot reported that the fence painting has been completed for this year. A new bathroom fan and ceiling light fixture has been installed. Miller-Wilkins will supply oil for this season at \$3.69 / gal. on a budget plan commitment. Additionally, an outdoor display case for library flyers was installed by Josh Thiel. The Friends of the Library has raised money for a memorial bench to be installed, with a dedication planned for September 30th.

Finance – Mike reported that then next budgetary cycle process is about to begin, and he will be reporting on status in the future.

Operations – Two amended policy descriptions were distributed, dealing with Fundraising and Gifts, and Freedom of Information Law requests, but were tabled for vote at the next meeting.

21st Century Building - Gary reported that the money designated for design and planning has been expended. He requested future consideration and discussion of the vision and goals of this project.

Long Range Plan – no activities to report.

Old Business: This year's Oktoberfest will be held on October 1st from 4:00 to 7:00 pm. Trustees were asked to serve as bar tenders and to help in other ways; Bonnie and Julie will record assignments and shifts.

New Business: There was discussion of a collection for a donation in memory of Julie's father. A motion was made (Spielmann) and seconded (Van Meter) to go into **Executive Session** for the purpose of discussing an incident that occurred at the Library that was referred to law enforcement.

Following discussion in Executive Session, **Sunday Coverage** was assigned:
September 18 - Karen; September 25 – Bruce, July 10 – October 2 - Mark

Next Meeting: October 3, 2011.