

**Heermance Memorial Library
Board of Trustees
Minutes from August 17, 2017**

In Attendance: Board Members Claudine West, Carol Serazio, Heather Roberg, Jennifer Weinstein, Eileen West, Jeff Jones; Director Linda Deubert;

Recognize Guests and approve the agenda: no guests; motions to approve agenda made by Jeff; seconded by Carol. All in favor.

Approval of the Minutes from the July meeting: There were no questions about the minutes. Claudine made a motion to accept the minutes; seconded by Jeff. All in favor.

Correspondence: None

Director's Report: Linda reviewed the Director's Report with the board. Jeff made a motion to accept the Directors Report; seconded by Carol. All in favor.

Discussion:

--Hiring Terry Rabideau at \$12 for a temporary part-time position. Claudine make a motion to hire Terry Rabideau; seconded by Jeff. All in favor.

--Plants for the library/landscaping. Jeff made a motion to give Linda authorization to choose plants (up to \$200); seconded by Carol. All in favor.

--Increase property and liability insurance. Claudine made a motion to increase the property and liability insurance to \$1 million on the building with a \$2500 deductible; seconded by Eileen. Jeff abstained; all others in favor.

Financial Report and approval of proposed disbursements: The Board did not review the financial report since Treasurer Mark was not present. Heather made a motion to approve the disbursements with the additions:

-\$300 for cushions; \$125 to Van Etten Removal; \$200 to TNT Lawn Care; \$299 to Staples Business Program for a Premium Membership fee
Seconded by Jen. All in favor

Committee Reports: Personnel met and approved the payroll budget

Old Business: None

New Business: 2018 Budget will be reviewed on Tuesday, August 29th at 7pm. Discussion on Linda's tentative retirement in March 2018.

Announcements:

Adjourned: 7:46pm