

Heermance Memorial Library

Board of Trustees
Meeting Minutes
December 13, 2017

Call to order: 7:02pm

Attendees: Linda Deubert, Claudine West, Wanda Dorpfeld, Tom Silvius,
Mark Maraglio, Carol Serazio, Eileen West

Guests: Caitlin Ippolito, board member starting 2018

Approval of Agenda: **Motion, Wanda, seconded by Mark, carried**

Approval of November 2017 Minutes: **Motion, Mark, seconded by Carol, carried**

Correspondence: Thank you note from Carolyn Dowd, along with a donation, in memory of her sister, Barbara Chaloner. Thank you memo, plus \$100.00 from Rebekkah, MHLS Engage Webinar Series.

Director's Report: Linda reviewed Director's report. Noted a busy December calendar. Author, illustrator Brendan Wenzel donated book. MHLS is looking into ways to get more active card holders, some of the ideas are to try to get more e-books and do more community outreach. It was noted that the library did a good amount of community outreach this year. Money was used from the Lulu Seaburg funds to make bookmarks. The bookmarks were made by Christine Reda. Mrs. Seaburgs family will receive bookmarks.

Motion made to approve the holiday schedule for next year by Claudine, seconded by Wanda, carried.

Motion made to hire Liana Frauenberger by Claudine, seconded by Mark, carried.

Motion made to accept the Directors Report by Mark, seconded by Wanda, carried.

Financial Report and approval of proposed disbursements: Mark reports all is well and a surplus of \$36,723. The bills showed a \$29.00 discrepancy which was credit for a voided check that was rewritten for the purchase of plants. **Motion to accept made by Claudine, seconded by Tom, carried.**

Committee Reports: Review of Salary and Benefits policy led to discussion to omit the family insurance option for future hires. **Motion to change policy by Carol, seconded by Tom, carried.**

Old Business: None

New Business: It was decided to show appreciation to the Friends of Library for their next meeting. Claudine, Carol and Wanda will provide cookies, coffee and tea.

Announcements: A huge thank you to Wanda for her dedication. All agreed hers are big shoes to fill! Claudine relayed that Heather expressed her regrets for not making tonight's meeting and her thanks for her time on the board.

Meetings: Held at the Library the 3rd Thursday of each month at 7:00pm, unless otherwise noted. If board cannot meet as scheduled, make-up will be the next Saturday at 9:00am.

A. Next Scheduled: January 18, 2018

Executive Session: None Required

Adjournment: 7:34

Submitted by: Eileen West for Heather Roberg