

Boone Area Library Board of Trustees Meeting Tuesday, January 17, 2017

The meeting was called to order by Board President Susan Fix at 7:00 pm. Those in attendance were Trustees Susan Fix, Jenn Harding, Matthew Lamm, Cheryl Martinozzi, Julia Olafson, Prospective Trustee Mary Picariello, and Interim Director Emma Spade

New Trustee: Julia Olafson made a motion to accept Mary Picariello to the Board Of Trustees, Cheryl Martinozzi seconded, and the motion passed. Mary will represent Union Township.

Recognition: The trustees signed a card to Sandra Kline, who resigned from the board at the end of 2016, to thank her for her time and service on the board.

Minutes: The minutes of the December 2016 meeting were reviewed. Cheryl Martinozzi made a motion to accept the minutes as presented, Jenn Harding seconded, and the motion passed.

Report of the Library Director: Highlights:

- People count for December was down from last year, but up from last month.
- Circulation was up, reason unknown.
- Computer use was down, due to more patrons bringing their own devices to connect to wifi.
- The bookstore did very well in December, due to the Holiday season.
- Mr. Mike was extremely popular.

Report of the Treasurer: Highlights:

- Annual Giving surpassed last year and projection.
- Fines and lost items fees are down, due to email reminders.
- 2016 year end totals were close to budget.

Cheryl Martinozzi made a motion to accept the Treasurer's report, Jenn Harding seconded, and the motion passed.

Budget:

- Julia Olafson presented the budget for 2017. A suggestion was made to add a separate line item under programs. Jenn Harding made a motion to accept, Cheryl Martinozzi seconded and the motion passed.

Report of the President & Trustees:

- Sue and Emma shared their experience at the Volunteer Fair and were happy to say that they made some new friends for the library in the community.

Committee Reports:

- The following were named and accepted committee chairpersonship: Julia for Annual Giving, Julia for Fundraising, Cheryl for Corporate Giving, Matt for Computers and Property, and Julia for Audit.
- A Fundraising committee meeting was scheduled for January 31 at 6:30pm.
- A Property committee meeting was scheduled for January 26 at 7pm.

Old Business:

- After notice of vote was made to Board members by postal mail, Sue Fix made a motion to accept the December 2016 proposal to change the titles of President to Chair and Vice President to Vice Chair, Cheryl Martinozzi seconded, and the motion passed.
- After notice of vote was made to Board members by postal mail, Cheryl Martinozzi made a motion to accept the December 2016 proposal that notice of bylaw amendment voting be made by postal mail to electronic notice (ref. Article 7 Section 3), Jenn Harding seconded, and the motion passed.
- Continuing on the theme of long term planning, Sue Fix presented a list of objectives to focus on in 2017.
- Results of the questionnaire that the Trustees took in December were reviewed and discussed.

- Ideas and suggestions on the table and chair rental policy and form were discussed.

New Business:

- Emma Spade presented a survey from Systems for each Trustee to fill out.
- Emma Spade gave copies of the E.G.Smith heating and cooling service contract to each Trustee as a follow up to questions raised at the December meeting.

Adjournment: At 9:04pm, Julia Olafson made a motion to adjourn the meeting, Mary Picariello seconded, and the motion passed. The next meeting is scheduled for February 21, 2017 at 7pm.

Executive Session:

The trustees entered into an executive session to discuss the open director position and other staffing issues.

Respectfully submitted,
Matthew T. Lamm, Secretary

APPROVED