

## Boone Area Library Board of Trustees Meeting Tuesday, June 20, 2017

**Call To Order:** The meeting was called to order by Board Chair Susan Fix at 7:06 pm. Those in attendance were Trustees Susan Fix, Matthew Lamm, Cheryl Martinozzi, Julia Olafson, Kim Unger, and Director Julia Lipkowitz. Trustee Jen Harding joined at 8pm.

**Introduction:** Julia Lipkowitz, the new Director, was announced and introduced to the board by Chair Susan Fix.

**Minutes:** The minutes of the May 2017 meeting were reviewed. Sue Fix pointed out one typographical error. Julia Olafson motioned to adopt the minutes with the correction. Cheryl Martinozzi seconded. The motion passed.

**Report of the Library Director:** Julia Lipkowitz presented the Director's report. People count, circulation, and computer use were down slightly, reason unknown. Social media can be used to help improve the numbers. There is a Trustee Training event on August 12.

**Report of the Treasurer:** Julia Olafson presented the May and June Treasurer's reports. We are ahead of budget due to payroll gaps due to the recent staff turnovers and because we were not buying as many books during the Director position vacancy. This will level off soon as we again begin adding to the collection. Cheryl Martinozzi motioned to accept both reports, and Kim Unger seconded. The motion passed.

**Report of the Chair:** Sue Fix reviewed our Long Range Plan. Many items have seen progress and there is still work to do.

**Trustees Discussion:** The Board discussed the possibility of an Architecture Walk or other similar event that would increase our integration with other community services, such as the Amity Pool. Matt Lamm suggested that it may be time to take an update to our municipalities, and the Board felt this would be a good opportunity to introduce the new Director.

**Report of the Fundraising Committee:** Fundraising Chair Julia Olafson updated the Board on the Vendor Bingo event, the Boscov's Friends-Helping-Friends Event, the Book Extravaganza, and the Annual Giving Letter. Jen Harding added more information regarding the Vendor Bingo.

**Property Discussion:** Julia Olafson informed Property Chair Matt Lamm that a new AC unit is available to install in the Director's office. Matt agreed to assist in the installing. Julia also suggested that the front door and lock need some work. Matt agreed to contact a locksmith and undertake the project.

**Old Business:** Susan Fix suggested that all Board member think about new logo ideas.

**New Business:** The Board collectively agreed that changes need to be made to the bylaws to better define what constitutes a Quorum for both meeting and voting purposes. Discussion followed. Sue Fix will email a proposal based on the discussion and a vote will follow at the next meeting. The board discussed the need for volunteer recognition.

**Executive Session:** At 8:33pm, the Board went into an Executive Session to discuss a staff issue.

**Adjournment:** At 9:04 pm, Julia Olafson motioned to adjourn the meeting. Jen Harding seconded. The motion passed. The next meeting is on July 18, 2017, at 7pm.

Respectfully submitted,  
Matthew T. Lamm, Secretary