

Boone Area Library Board of Trustees Meeting Tuesday, May 16, 2017

Call To Order: The meeting was called to order by Board Chair Susan Fix at 7:00 pm. Those in attendance were Trustees Susan Fix, Matthew Lamm, Mary Picariello, and Kim Unger.

Minutes: The minutes of the April 2017 meeting were reviewed. Mary made a motion to accept the minutes and Sue seconded. The motion passed.

Report of the Library Director: There was no Director at the time of this meeting and information for a Director's report was unavailable. Systems said that there is no time frame in which a Director must be named.

Report of the Treasurer: There was no Treasurer's report at the time of this meeting. Finances are good and have been helped by the current staff gaps and changes.

Introduction: Lynn Gibson, the new Youth Services Coordinator, introduced herself and gave the board her personal background and her plans and ideas for Summer Reading and for other programs for kids from tot to high school.

Report of the Chair: Sue updated the board on potential director candidates.

Committee Reports:

- **Property:** Matt gave an update from Property Committee. There has been no further problem with rain coming in at the AC unit. Sue suggested putting in a sock screen to prevent clogging in the gutter above the AC unit. Promiseland Murals reached out with ideas to obtain a grant to have a mural done at the library. Info will be compiled to update the energy audit that was done last year. Concern has been raised by staff about a light switch in the children's room that doesn't always work. Matt will hold a meeting soon to get the Bruce Hoffman Room and Youth Coordinator office masonry underway.

New Business:

- The library assistant position job description was reviewed and discussed. Mary made a motion to adopt it, and Sue seconded. The motion passed.
- The raise for the library assistant was discussed. Mary made a motion to accept it, and Sue seconded. The motion passed.
- Information regarding a possible second option for accounting firm to handle the library's audit was made available, however, discussion indicated that the board preferred sticking with the first. Sue made a motion to stay with the original plan, and Mary seconded. The motion passed.
- Sue encouraged the board to think about a possible flyer posting policy, and to think about what should go into our new logo. Sue also encouraged each board member to consider attending at least one Summer Reading session. (Summer reading runs 6/13 – 8/15).

Adjournment: At 8:33 pm, Mary made a motion to adjourn the meeting. The next meeting is June 20, 2017 at 7pm.

Respectfully submitted,
Matthew T. Lamm, Secretary