

MAXWELL MEMORIAL LIBRARY

Board of Trustees Meeting Agenda

October 28, 2019

Attendees: Lucille Adorante, Donna Breen, Barb Parsons, Sue Mezey, Cynthia Drake, Megan Glass, Mike Dendis, and Amanda Perrine, Director

Guest: Cheryl Robinson, Robin Pierre

CALL TO ORDER: 6:22pm

VISITOR ACKNOWLEDGMENT AND WELCOME: Cheryl Robinson, Robin Pierre

REPORTING

Reading and Approval of Last Trustee Meeting Minutes: Board Secretary

1st: Barb, 2nd: Sue, Unanimous

Treasurer's Reports: Michael Dendis

Balance: \$38,524.12

Total Revenue: \$944

Expenses: \$26,806

Expenses Over Receipts: \$25,862

New Key Savings Account for new (higher) interest rates (was .05% interest, now 1.9% interest, will go down to 1.2% after introductory rate)

Donna Breen will be a new signer on the account, in addition to current signers Mike Dendis and Lucille Adorante

1st: Barb 2nd: Sue Unanimous, Donna Abstains

Director's Report: Amanda Perrine

- New OCPL executive director has been chosen. We have not yet been given the name.
- We're all set for winter.
- Currently soliciting bids for a new lawn person.

1st: Mike 2nd: Cynthia Unanimous

President's Reports: Lucille Adorante

November Board Calendar

Basket Raffle (Start 11/1, draw 11/25)

Invite new trustees to meeting

Finish director review

Holiday party planning

Next meeting Monday, November 18

Friends of the Library Report: Barb Parsons

- Oct 19: Open House; Barb & Amanda attended; 30 other people attended, \$634 for 50/50
- Donated basket for our raffle
- Next meeting is 11/5

- Meet after the new year to discuss coordinating activities and becoming a cohesive force together

Fundraising Committee

Fall Fundraiser (Basket Raffle)

- On target for raffle starting 11/1
- Tickets: \$1 each, 6/\$5, 13/\$10

2019 Annual Appeal Letter & Mailing List

- Done!
- Possibly expand next year

OLD BUSINESS

2019-2020 Budget

1st: Sue 2nd: Barb Unanimous

Term limits for Board members

- Move to January

NEW BUSINESS

Board member dates

- Need to go back to calendar; will re-update bylaws

Appointment of new trustees, Marcia Wickert & Sally Kondziela

- 1st: Sue 2nd: Mike, Unanimous

Approve holidays for 2020

- 1st: Barb 2nd: Donna Unanimous

Approve 2020 Board meeting list

- Will present in November

Staff title change

- Sara Alfaro as Teen & Emerging Adult Librarian effective immediately
- 1st: Donna 2nd: Sue Unanimous

Holiday party date: Sunday, December 15th

GUEST COMMENTS: Recommended to discuss budget at annual meeting.

EXECUTIVE SESSION - Key strategic moves & director evaluation

Enter Executive Session: 1st: Mike, 2nd: Megan, Unanimous; Invited Amanda to stay for first portion

Exit Executive Session: 1st: Donna 2nd: Mike Unanimous

ADJOURNMENT: 1st: Donna, 2nd: Mike, out 8pm