

**Heermance Memorial Library
Board of Trustees
Minutes of the January 16, 2014 meeting**

In attendance: Board Members; Bill Conine, Catherine Benson, Mary Anne Simmons, Carol Serazio, Claudine West, Wanda Dorpfeld, Jeffrey Jones, Jennifer Weinstein; and Director Linda Deubert

The oath of office was administered to all board members and each was notarized by Leslie Shove. John Benson took a picture of the board members.

The meeting was called to order at 7:15 pm. The nominations committee presented the following slate of officers for 2014:

President: Bill Conine
Vice-President: Catherine Benson
Secretary: Wanda Dorpfeld
Treasurer: Mary Anne Simmons

There were no other nominations from the floor. It was moved by Claudine and seconded by Carol. Motion carried-all in favor.

Bill welcomed new members Jeffrey Jones and Jennifer Weinstein and gave them some background on the library. A list of the contact information for all trustees was distributed. Bill then distributed the list of current committees and explained the responsibilities of each committee. He asked members to contact him prior to January 31 with any special requests for assignments. A permanent list of committees will be sent out in the beginning of February.

Minutes: A motion to approve the December 2013 minutes was made by Catherine, seconded by Claudine. Motion carried, all in favor, with Jeffrey and Jennifer abstaining.

Correspondence: None

Director's Report: Linda talked to Field Goods Produce about having the library as one of their pick up sites. People sign up, pay and receive a bag with their name on it. They will drop off and pick up their bags every week at the library. It is a year-round program. Linda has checked with the staff, and they are in favor of trying the program. Linda will contact Field Goods and make arrangements.

We have a new list of policies from MHLS which the personnel and policy committees need to address. Bill requested that all committees meet before the February meeting.

Linda explained the DLD grant for new members. She said the Friends sent a letter confirming that they would commit for \$5,000 toward the grant.

Last Saturday the parking lot was closed due to weather. We did have a couple people fall but no one was seriously hurt. Linda completed all the necessary paperwork.

MHLS is negotiating with different companies to acquire wireless routers. The cost will be \$400 to \$600. We would purchase it through them and they would set it up.

Advocacy Day is February 26th. Linda noted that funding for libraries is less than it was ten years ago.

MHLS is setting up an advocacy boot camp. Linda will email date and information to members.

A motion to approve the Director's Report was made by Mary Anne and seconded by Claudine. Motion carried, all in favor.

Financial Report: A motion to approve the monthly bills was made by Catherine, seconded by Claudine. Motion carried, all in favor.

Mary Anne handed out the Treasurer's Report. She will have the final balance sheet next month.

The P & L and fund balances were reviewed.

The auditors from Cusack & Company will be coming next Tuesday.

Next month we need to designate our official bank.

A motion to approve the financial report was made by Bill, seconded by Wanda. Motion carried, all in favor.

A motion was made by Bill to approve the list of service providers for 2014 that was distributed to members, seconded by Carol. Motion carried, all in favor.

Committee Reports:

Policy and Planning: The policy committee suggested changes to two policies, the Patron Code of Conduct and Internet Policy. Linda will email drafts of these two policies to board members.

The meeting was adjourned at 8:45. The next scheduled board meeting is February 20.

Respectfully submitted,
Wanda Dorpfeld