

**Lane Memorial Library
Trustees Meeting Minutes
July 19, 2017
Dearborn Redden Room
7:00PM**

A. Call to Order: The meeting was called to order at 6:56PM.

B. Attendance: Director Amanda Reynolds Cooper, Secretary Deb Knowlton, Treasurer, Diane Crow, Trustee, Chris Hendry and Trustee, Liz Kerouac.

C. Officer's Reports

- a) Secretary: A motion was made by Liz and seconded by Deb to approve the minutes of the June meeting. Motion passed, AIF.
- b) Chairperson: No report.
- c) Treasurer: Diane shared a Treasurer's Report.

D. Reports

- a) The Director's Report: Amanda's report and financials were received and reviewed.
- (b) The Asst. Director's report and those of Public Services, Children's Services, Teen Services and Tech Services were reviewed. The Children's Services report contained a request to accept a donation of stuffed animals. A motion was made by Deb and seconded by Liz to approve the donation. Motion passed, AIF.

E. Old Business

- a) **Personnel:** 2016-17 Annual Evaluation - Tabled until next month.
- b) **Finance:**
- c.) **Building:** Children's Room windows bid: A motion was made by Chris and seconded by Liz to reject the original bid and to send out a new bid with a more broad time line (2018). Motion passed, AIF.
- d) **Policy:**
- e) **Other:**

F. New Business:

- a) **Personnel:**
- b) **Finance:**
 - i) Amanda informed trustees about health care coverage costs that will change in the 2018 proposed budget.
 - ii) A motion was made by Liz and seconded by Chris to transfer the January to June 2017 donations totaling \$1,185 out of the trustees' account. Motion passed, AIF.
- c) **Building:**
- d) **Policy:**
- e) **Other:** A motion was made by Diane and seconded by Chris to nominate Liz Kerouac as the Vice President of the Board of Trustees. Motion passed, AIF.

G. Monthly Donations: A motion was made by Chris and seconded by Liz to accept \$204 in

monthly donations. Motion passed, AIF.

H. Summary of Decisions: Motions were made to accept the minutes; to approve the use of the gift of stuffed animals received, to reject the bid for the windows and send out a new bid, to transfer Jan-Jun 2017 donations out of trustees' account, to nominate a new Vice President of the board and to accept the monthly donations.

I. Next Meeting: August 16, 2017, at 7PM.

J. Adjournment A motion was made by Liz and seconded by Chris to adjourn at 7:45PM.