Board of Trustees
Monroe Free Library
Minutes of Monthly Meeting
April 8, 2019

Present:
Patricia Shanley - President
Charles LeViseur - Vice President
Casey Auerbach - Treasurer
Barb Cullum - Recording Secty

Trustees:
Theresa Schommer
Donna Deming
Gil Goetz
Carol Connell Cannon
Patricia Asprea-Wright

Also Present:
Marilyn McIntosh - Exec Dir

1. Call to Order and Pledge of Allegiance at 8:03pm by Patricia Shanley. A quorum was present.
2. MOTION by C Auerbach, 2nd by C Connell to change order of agenda. MOTION approved unanimously.
3. Treasurer's Report -
    a. Monthly Finances are par for the course.
    b. Warrant Audit went well.
    c. Audit team reviewing final report - will present at next meeting.
    d. Will have emergency meeting to vote on 2020 budget.

   MOTION made by C Auerbach, 2nd by C LeViseur to accept Financials. MOTION approved unanimously.
4. MOTION by C Connell, 2nd by D Deming to move to Executive Session at 8:11pm. MOTION approved unanimously. MOTION by C LeViseur, 2nd by C Auerbach to exit Executive Session at 8:50pm. MOTION approved unanimously.
5. MOTION by D Deming, 2nd by C Auerbach to vote on salary increase of Employee A by 4% retroactive to January 1, 2019. MOTION approved unanimously.
6. Public Comment - Positive feedback from library patrons on lobby decor.
7. Director's Report - Highlights -
    a. Marilyn, Gil, and Joe Shea will attend a workshop and a Village Planning Board Meeting once they hear back from MJS Engineering.
    b. Marilyn has called Angela Mertens several times. She has not responded. Gil and Marilyn will reach out to The Village for advice on how to proceed on resolving the water issue.
    c. Alex attended a tech conference in Virginia and brought back useful info.
    d. All staff, board members, and volunteers have completed the Sexual Harassment Training.
    e. Robert Hubsher is leaving RCLS - moving to Canada.
    f. Mike Maggin and Haley Carlisle have advanced to union status.
    g. The rates for Healthpass have decreased.
    h. Marilyn and Alex will change health plans 2* Crystal Run

i. Jonathan Baez finished his internship with MFL He has been a great asset, and will be missed!
j. Marilyn and Mary met with BalancePoint payroll company. They will seek RFPs from two additional payroll companies prior to making a decision.
k. Joann will hold a yard sale on April 13.
l. Farmer's Market scheduled to open on June 2. MFL Children's Staff will be there.

8. Committee Reports -
   a. Nominating -
      i. Donna is updating the Nominating Committee by-laws and had reached out to Grace Riario for clarification on board member voting status.
      ii. Patricia Asprea-Wright is now on the Nominating Committee.
   b. Buildings and Grounds -
      i. Charlie will get an estimate to resolve dumpster door issue.
      ii. Marilyn and Gil did a walk through in the Book Garden to assess the potential mold issue. Gil reports there is no mold in the building.
      iii. Buildings and Grounds Committee will meet to form a plan for the Book Garden, and will bring it to the next board meeting.
   c. By-Laws - Continuing to work on formulating focused job descriptions for standing committees. Will vote on these once they are ready for review.
   d. Finance - already discussed in Treasurer's Report.
   e. Fund Raising -
      i. Calendars are a potential fundraiser - Alex can help with design.
      ii. Timing for tile fundraiser may not be good as many others are are doing this.
   f. Library Operating - Carol and Donna will meet with Marilyn to discuss goals.
   g. Public Relations -
      i. Will approach knitter's group that meets at MFL to knit baby hats and Terry will take photos.
      ii. Tricia will speak with Appalachian Mountain Club about giving a trail tour.
   h. Long Range Planning - working on new areas to place Book Buckets, as well replenishing the ones already placed in local businesses.
9. Special Committees - N/A
10. Old Business - this month the board is review Programming Policy
11. New Business - N/A
12. Good and Welfare -
    a. Casey's son Wyatt's upcoming consult and surgery - our thoughts, prayers, and support for all to be well and successful.
    b. Gil's grandson turned 2!

MOTION by C LeViseur, 2nd by T Schommer to adjourn the meeting at 9:51pm. MOTION approved unanimously. Next Board Meeting scheduled for Monday May 13, 2019.