

JOHN C. HART MEMORIAL LIBRARY

DECEMBER 18, 2017

BOARD OF TRUSTEES MEETING

MINUTES

PRESENT: Michael Resko, President, Kathy Law-Imperato, Vice-President,
Catherine Richey, Secretary, Linda Gironda, Treasurer,
Heather O'Donnell, Member-at-Large, Pat Hallinan, Director

Meeting Commenced at 7:35 PM

REGULAR BUSINESS: Minutes

The November, 2017 minutes were unanimously approved.

Director's Statistics

Discussed and reviewed statistics

Director's Report

Bid documents for bathroom renovation now on Town website.

Treasurer's Report

The Treasurer's Report was reviewed and unanimously approved.

Invoices Approved

11/15, 11/16, 11/20, 11/21, 11/22, 11/30 and 12/14

OLD BUSINESS: A motion was made and unanimously approved to accept the revisions to the library's Proctoring Policy.

A motion was made and unanimously approved to establish a library Gift Policy.

A motion was made and unanimously approved to promote Deborah Sarno from Library Clerk to Library Assistant.

Review and vote on a Business Continuity Plan

NEW BUSINESS: Elections for Board of Trustee Positions

EXECUTIVE SESSION: The Board went into Executive Session at 8:10 PM to discuss a personnel matter. Executive Session concluded at 8:30 PM.

The meeting concluded at 8:30 PM

The Next Board of Trustees Meeting will be held on Wednesday, January 17, 2018 at 7:00 PM

