

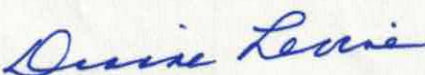
**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, AUGUST 15th, 2016**

- I. The meeting was called to order by President Virginia Tyson at 7pm. Present were: Jeanette McHeffey, Dionne Levine, Vera Trick, Jacques LeBlanc, Nan Peel, Marcie Litjens, and Robert Chesnut, Christie Matheson, and Jessica Ceremello.
- II. Agenda was approved on a motion made by V. Trick, seconded by J. McHeffey.
- III. Minutes of the last meeting were approved on a motion made by J. McHeffey, seconded by D. Levine.
- IV. Financial Report and:

A. Operating Account Warrant #2:	\$78,727.05
B. Operating Account Warrant #2A:	\$7,957.43
C. Payroll Account Warrant #2B:	\$127,159.31
D. Added to Warrant:	\$925.00

(see under New Business below)
approved on a motion made by D. Levine, seconded by V. Trick.
- V. Reports
 - A. President: Letter received from Kathie Rogers-Buckley asking for reimbursement for her insurance. We will be checking with our lawyer.
 - B. Trustees: J. LeBlanc reported on his visits to libraries to check on how they display art works.
 - C. Director: Electrical problem has been fixed. Nan reported on engineer's reports for roof (HVAC); Derek recommends we go ahead with roof repairs.
 - D. Assistant Director: M. Litjens reported on trial run of Code Adam; employee leave policy to be reviewed; Marcie negotiated price for moving Children's Room shelving.
- VI. Old Business
 - A. Motion by D. Levine, seconded by J. McHeffey, to go ahead with Code Adam procedures.
- VII. New Business
 - A. Motion by D. Levine, seconded by J. McHeffey to increase cash register drawer to \$55. Schedule will be made for collecting and depositing; M. Litjens will investigate slot or lockbox.
 - B. Motion by J. McHeffey, seconded by D. Levine, to approve check for electrician in the amount of \$925. (Invoice had been received day before board meeting, and after warrant had already been prepared. Could not wait for September meeting.)
 - C. Motion by D. Levine, seconded by J. McHeffey, to go ahead with repairs to flat roof; acceptance of proposal from More Consulting Corp. in the amount of \$33,420.00.
 - D. Motion by J. McHeffey, seconded by V. Trick, to accept resignations of clerks Danielle Smith and Victoria Chan, and page Alissandra Brezinski.
 - E. Motion by D. Levine, seconded by J. McHeffey, to hire pages Christopher Olphie and Benjamin Zimmer at \$9/hr, and clerks Abbey Knowles, Darren Chan, and Marcella Muniz at \$14/hr.
 - F. Motion by J. McHeffey, seconded by V. Trick, to transfer \$150,000 from Money Market to Payroll Account.
- VIII. Date and time of next regular business meeting: Monday, September 19th, 2016 at 7pm.
- IX. There being no further business, tonight's meeting was adjourned at 8:15pm on a motion made by V. Trick, seconded by J. McHeffey.

Respectfully submitted,



Dionne Levine
Secretary