

**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, FEBRUARY 28th, 2019**

- I. The meeting was called to order by President Virginia Tyson at 7:30pm. Also present were: Jacques LeBlanc, Christine Buff, Marcie Litjens, Bob Chesnut, Jacqueline Franke. Absent were: Deborah Cannarelli, Colleen Hogan
- II. Agenda was approved on a motion made by J. LeBlanc, seconded by C. Buff, all in favor.
- III. Minutes of the January Regular meeting were approved on a motion made by J. LeBlanc, seconded by C. Buff, all in favor.
- IV. Period of Public Expression - None
- V. Financial Report - January

A. Operating Account Warrant #8	\$173,252.81
B. Operating Account Warrant #8A	\$.00
C. Payroll Account Warrant #8B	\$232,370.95
D. Capital Projects Fund Warrant	\$ 1,824.00

were approved on a motion made by J. LeBlanc, seconded by C. Buff, all in favor.
- VI. Reports.
 - A. President's report: None
 - B. Trustees' reports: Vice President LeBlanc asked a few questions for a patron.
 - C. Director's report: Director Litjens shared the following: All budget materials will need to be provided in Spanish as well as English. The Children's department currently has a bookcase dedicated to foreign language books. The basement shelving has been delivered and set up. There are unclaimed funds with the state and we are in the process of obtaining them. A patron has left 1% of her estate to the library, with a value of approximately \$30,000. Not sure when the monies will be distributed. Advocacy day is February 27, 2019. Director Litjens, Margie, and Mary will be in attendance. Kerry has put together a new homebound service. The HVAC leak will be fixed soon. We have contacted the church regarding purchasing some of their property. Waiting to hear back. We got a few bids for cleaning services. A company came in lower than who we currently use. We are in the process of working on the state report.
 - D. Additional reports: None
- VII. Old Business.
 - A. Window Replacement Project: We received a bill for the additional work. The price was negotiated down to a cost not to exceed \$31,000.
 - B. Cell Phone: Director Litjens is working with Verizon to get the best deal.
 - C. Master Plan: Department heads are happy with the master plan. Vice President LeBlanc questioned whether the order of completion of the work can be changed. It was decided that this is worth discussing.
 - D. Teen Desk/Furniture/KI system: Director Litjens shared drawings of the furniture and discussion ensued.
 - E. Greater Moriches posted about the seed library.
 - F. Christie will be back at the end of this month (February).
 - G. 2019-2020 Budget: Director Litjens gave an overview of the budget.
- VIII. New Business.
 - A. Motion by J. LeBlanc, seconded by C. Buff, to transfer \$150,000 from People's Checking to Payroll Account, all in favor.
 - B. Motion by J. LeBlanc, seconded by C. Buff, to accept resignation of Julia Meehan, Page on 1/25/19, all in favor.
 - C. Motion by J. LeBlanc, seconded by C. Buff, to approve the window repairs not to exceed \$31,000, all in favor.
 - D. Motion by J. LeBlanc, seconded by C. Buff, to approve the purchase of the K1 system, all in favor.
 - E. Motion by J. LeBlanc, seconded by C. Buff, to approve the purchase of the Teen desk and furniture, all in favor.
 - F. Motion by J. LeBlanc, seconded by C. Buff, to accept the 2019-2020 Library Budget, all in favor.
- IX. Date and time of the next regular meeting of the Trustees: Monday, March 18th, 2019 at 7:00pm.
- X. There being no further business, tonight's meeting was adjourned at 8:20pm on a motion made by J. LeBlanc, seconded by C. Buff, all in favor.

Respectfully submitted,

Jacqueline Franke

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Secretary to the Board