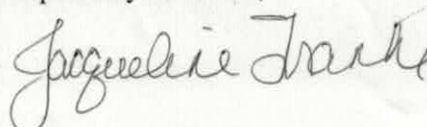


**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, MAY 20th, 2019**

- I. The meeting was called to order by Vice President Jacques LeBlanc at 7:04pm. Also present were: Christine Buff, Deborah Cannarelli, Colleen Hogan, Marcie Litjens, Bob Chesnut, Jacqueline Franke. Absent was President Virginia Tyson.
- II. Agenda was approved on a motion made by C. Hogan, seconded by C. Buff, all in favor.
- III. Minutes of the April Regular meeting were approved on a motion made by C. Buff, seconded by C. Hogan, all in favor.
- IV. Period of Public Expression - None
- V. Financial Report - May
- | | |
|--------------------------------------|--------------|
| A. Operating Account Warrant #11 | \$167,230.81 |
| B. Operating Account Warrant #11A | \$ 7,612.90 |
| C. Payroll Account Warrant #11B | \$142,539.53 |
| D. Capital Projects Fund Warrant #11 | \$ 11,114.58 |
- were approved on a motion made by C. Hogan, seconded by C. Buff, all in favor.
- VI. Reports.
- A. President's report: None
- B. Trustees' reports: Vice President LeBlanc inquired about how the library proposition vote is included on the school budget ballots. Discussion ensued.
- C. Director's report: Director Litjens reported the following: The unclaimed funds check previously discussed was received. It was a check for \$588.00 from Dell. After switching insurance companies, insurance agent Joe Price has us with a company that pays out dividend checks. We recently received checks for \$2555.02 and \$19.50. SCLS is offering a tour of their facilities to all trustees on June 5th at 3:00pm or 6:00pm. Director Litjens will attend the tour with any trustee who is interested in going. The new furniture and desk arrived in the Teen department. More teens have been using the facilities. We will be rolling out a new platform called Kanopy that will go live on June 15th. It is similar to Hoopla. Patrons will be able to check out movies and TV shows. It works on tablets, chrome books, smart TV's. This is a free service for patrons. The homebound service is up and running. We have found a part-time librarian candidate to be discussed in new business. The KI room system delivery is expected on June 26th. We have installed two touchscreen monitors that have the library catalogues on them. These are very helpful for the visually impaired. The blue steel beams need to be painted. We will be painting them brown to match the other beams. Director Litjens is reviewing the by-laws for the board. She will go over them at the reorganization meeting. An employee issue was reviewed.
- D. Additional reports: None
- VII. Old Business.
- A. Window Replacement Project: The final walk through with the architect is Friday, May 24th. Park East received an estimate from Arrow Steel for repairs. The quote was \$29,400 and \$19,740. Park East feels these numbers are too high. They are re-negotiating.
- B. Website Design and Logo: Electric Bricks will be our new website design company. They will also be helping to create the Library's new Logo. Color scheme was discussed with the board. It was agreed to go with a crisp, clean, professional design. Director Litjens asked the trustees to send her any ideas or suggestions they might have.
- VIII. Period of Public Expression - None
- IX. New Business.
- A. Motion by C. Hogan, seconded by C. Buff, to transfer \$150,000 from People's Checking to Payroll Account, all in favor.
- B. Motion by C. Hogan, seconded by C. Buff, to accept voluntary reduction of hours from Matthew Palmeri from 20 to 10.5, all in favor.
- C. Motion by C. Hogan, seconded by C. Buff, to hire Christopher Bahl as Librarian I at \$24/hour with a tentative start date of 5/21/19, all in favor.
- X. Date and time of the next regular meeting of the Trustees: Monday, June 17th, 2019 at 7:00pm.
- XI. There being no further business, tonight's meeting was adjourned at 7:54pm on a motion made by C. Hogan, seconded by C. Buff, all in favor.

Respectfully submitted,



Jacqueline Franke
Secretary to the Board