

Minutes of the Regular Monthly
Library Board of Trustees
March 26, 2018

AGENDA: Reading of the Open Public Meeting Act

ROLL CALL: John Valentine, Scott McDonald, Ron Duryea, Mayor David Higgins, Terrilisa Durham Bauknight, Jeanine Gleba - A quorum was present

Absent: Jacqueline Nassry

Also in attendance: Usha Thampi-Lukose

The regular monthly meeting of the Washington Public Library, Board of Trustees, was called to order by President TD Bauknight at 7:02PM

PUBLIC HEARING: A motion was made by Scott McDonald and seconded by John Valentine to approve the minutes from the February 26, 2018 regular monthly meeting.

All in favor (6 ayes)

COMMUNICATIONS: none

AUDIENCE: none

REPORTS:

1. Treasurer's Report

A motion was made by Scott McDonald to approve the February financial reports. Seconded by Ron Duryea. Roll Call: 6 ayes; 0 nays; 0 abstains

2. Director's Report

Motion by Jeanine Gleba to accept the March 2018 Directors Report. Seconded by Scott McDonald. The motion was carried unanimously all in favor.

3. Committee Reports

a. House Committee – from Ron Duryea

To save money once weather warms up will turn off the one boiler.
May 4th is the bulk pick up for the Boro. Will put out metal etc. for pick-up. Will speak with Matt about additional stickers if we have over 500 pounds.

b. Policy Committee (To meet as needed) - none

UNFINISHED BUSINESS: Status of unfinished business from January/February meeting:

1. The only remaining item to be installed by town is the water fountain with filling station.

Jeanine spoke with Manager and according to him the water fountain requires electrical work for cooling of water now. Old fountain was just faucet water. More work is involved not just plumber work. Will remain open till able to hire contractors. Ron will get quotes from local electrician/plumber.

2. Status: Pest Control –Mayor spoke with Manager and pest control will only be on an as needed basis not monthly preventative maintenance.
3. Policy Committee still waiting to receive a digital copy of the Borough's staff employee policies so they can begin work on library employee policies. Mayor Higgins to f/u again.
4. Friends of the Library is still searching for a Treasurer. Still no volunteer.
5. Drainage issue: Mayor spoke with Manager. Will be done by DPW. Scheduling matter at this time. Will be taken care of this year.

NEW BUSINESS (March):

1. Colibri Book Cover machine – Shared service. Now going back and forth between school and library every 3 months. Will be at school for another month; but our books are piling up. It's not working out this way. President TD Bauknight will work with Usha to look into buy-out of machine with auditor and Board of Education. Need to determine depreciation of the machine and buy-out value.

2. New website presentation – Board members need to send Usha any input/corrections over the next week before early April launch. Jeanine suggested that they also do a user test with some library patrons.

There being no further business, a motion was made by Scott McDonald seconded by John Valentine. The motion was carried. Meeting was adjourned at 8:18PM.

The next regular monthly meeting of the Washington Public Library, Board of Trustees, will be held on Monday, April 23, 2018 at 7:00PM.

Respectfully submitted,
Jeanine Gleba
Secretary