

Hodgkins Library Meeting

Special Meeting Minutes

Thursday May 30th, 2019

1. Opening of the Meeting

Call to order and roll call

The meeting was called to order at 7:04pm by Mrs. Lisa Carson

Present: Mrs. Adriana Romano, Mr. Joe Young, Mrs. Lisa Carson, Mrs. Sharon Wells, Mrs. Stephanie daSilva

Also Present: Victoria Tracy, Director, Elizabeth Attard, Louis F. Cainkar Ltd.

Election Results

Election results were shared. Mrs. Carson's term expires 2021.

Appointment of Library Trustee

Motion to appoint Adriana Romano to library trustee. Motioned by Mrs. Wells, Seconded by Mrs. daSilva. Ayes: Mrs. Wells, Mrs. daSilva, Mrs. Carson, and Mr. Young.

Nominations and elections of board officers

- Mrs. Carson nominated for President by Mrs. daSilva. Seconded by Mrs. Wells. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young
- Mrs. daSilva nominated for Vice President by Mr. Young, Seconded by Mrs. Wells. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young
- Mr. Young nominated for Treasurer by Mrs. Wells, Seconded by Mrs. daSilva. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young
- Mrs. Romano nominated for Secretary by Mrs. Wells, Seconded by Mrs. Carson. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young

Appointment of committees and chairpersons

- Motion to appoint Mrs. dasilva, Mrs. Wells, and Mrs. Carson to Personnel Committee. Motioned by Mrs. Wells. Seconded by Mrs. daSilva. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young
- Motion to appoint Mr. Young and Mrs. Carson to Finance Committee. Motioned by Mrs. Wells. Seconded by Mrs. Carson. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young
- Motion to appoint Mrs. daSilva and Mrs. Romano to Building and Grounds Committee. Motioned by Mrs. Wells. Seconded by Mrs. Carson. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young
- Motion to appoint Mrs. Romano and Mrs. Wells to Policy Committee. Motioned by Mrs. Wells. Seconded by Mrs. Carson. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young
- Motion to appoint Mr. Young and Mrs. Carson to Strategic Plan Committee. Motioned by Mrs. Wells. Seconded by Mrs. daSilva. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young

Approval of the minutes of April 15, 2019 Regular Meeting

Motion to approve the regular minutes of April 15, 2019 . Motioned by Mrs. Carson. Seconded by Mrs. Romano. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young

Public Comment

None

2. Reports

Financial Report

Motion to approve the financial report as presented. Motioned by: Mrs. Carson, Seconded by Mrs. daSilva. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young

Attorney's Report

None

President's Report

Mrs. Carson shared that she has found someone who may be interested in being appointed to the library board and that person may attend the June board meeting.

Director's Report

The Circulation Statics for the month of April: 7 users added, 1730 check outs, 2250 check ins, 828 ILL sent, 337 ILL received. Website design is going well, and content will be updated as the site it built. Carpet was cleaned and new 20-ton HVAC was installed with no issues. A new partnership with a food group "Food4Summer" for summer lunch program. Summer reading program starts June 10th.

3. Executive Session

Motion to enter closed session

Motion to adjourn at 7:27 p.m. to go into closed session: Motioned by: Mrs. Carson, Seconded by Mrs. daSilva. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young

Motion to reconvene regular session

Motion to reconvene regular session at 7:44 p.m. Motioned by Mrs. Carson, Seconded by Mrs. Romano. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young

4. New Business

Ordinance #1-2019 Establishing Fees for Non-Resident Library Cards

Motioned by: Mrs. Carson, Seconded by Mrs. Romano. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young

Approval of Patron PC Replacements Phase 1 and Phase 2

(Phase 1 – 10 PCs) \$14,640.00: Motioned by: Mrs. Carson, Seconded by Mrs. daSilva. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young

(Phase 2 – 6 PCs) \$9,084.00: Motioned by: Mrs. Carson, Seconded by Mrs. daSilva. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young

Approve of insurance policy renewal

Renewal of Kamm Insurance policy for \$8,940. Motioned by: Mrs. Carson, Seconded by Mrs. daSilva. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young

Adjournment

Motion to adjourn meeting by: Mrs. Carson, Seconded by Mrs. Wells. Ayes: Mrs. Wells, Mrs. Romano, Mrs. daSilva, Mrs. Carson, and Mr. Young

Meeting Adjourned at 7:51

Minutes prepared by: Joe Young