

Hodgkins Library Meeting Regular Meeting Minutes Monday July 15th, 2019

1. Opening of the Meeting

Call to order and roll call

The meeting was called to order at 7:00pm by Mrs. Lisa Carson

Present: Mrs. Adriana Romano, Mr. Joe Young, Mrs. Lisa Carson, Mrs. Sharon Wells, Mrs. Stephanie DaSilva
Also Present: Elizabeth Attard, Louis F. Cainkar Ltd., Anna Wiszowaty, Baker Tilly.

Absent: Victoria Tracy, Director

Appointment of Library trustee

Motion to appoint new library trustee Anne Clancy Motioned by: Mrs. Carson. Seconded by: Mrs. DaSilva .
Ayes: Mrs. Wells, Mrs. Romano, Mrs. DaSilva, Mrs. Carson, and Mr. Young

Approval of the minutes of the June 17th, 2019 Regular Meeting

Motion to approve the minutes of the June 17th, 2019 regular meeting. Motioned by: Mr. Young. Seconded by:
Mrs. Wells. Ayes: Mrs. Wells, Mrs. Romano, Mrs. DaSilva, Mrs. Carson, and Mr. Young, Mrs. Clancy

Public Comment

None

2. Reports

Financial Report

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

Attorney's Report

Fiscal year starts July 1st for next year's budget. There will be a public hearing in September 2019 to approve budget.

President's Report

None

Director's Report

None

3. Discussion

Review Trustee Facts File Ch. 13 for 2019 Per capita grant

Trustees Reviewed Chapter 13 of the Trustee Facts file for the Per Capita Grant 2019.

Discussion of Studio GC proposal

Board discussed different aspect of Studio GC proposal including liking the idea of the A, B, C options for expansion as indicated in the original proposal. Preliminary discussion to expanding the library parking lot for additional space. Capital Project Bond Vs. Referendum. Forming different Committees to focus on different areas of the building project. Have Tori reach out to Dan to reschedule a meeting and come back to talk about estimated costs for each section of studio GC proposal.

4. New Business

Approval of Engagement with Baker Tilly for Annual Financial Audit

Motion to approve annual financial audit with Tilly Baker Motioned by: Mr. Young, Seconded by Mrs. Wells.

Ayes: Mrs. Wells, Mrs. Romano, Mrs. DaSilva, Mrs. Carson, and Mr. Young, Mrs. Clancy

Approval of CDARS renewal

Motion to approve the renewal of the CDARS accounts. Motioned by: Mrs. Carson, Seconded by Mrs. Romano.

Ayes: Mrs. Wells, Mrs. Romano, Mrs. DaSilva, Mrs. Carson, and Mr. Young, Mrs. Clancy

Approval to hire Patron Services Assistant

Tabled for Next Regular Meeting

Approval of FY2020 Staff Increases

Motion to approve the FY2020 Staff Increases. Motioned by: Mrs. DaSilva, Seconded by Mrs. Wells. Ayes: Mrs.

Wells, Mrs. Romano, Mrs. DaSilva, Mrs. Carson, and Mr. Young, Mrs. Clancy

Approval of Preliminary FY20 Budget

Tabled for Next Regular Meeting

Approval of Board Docs Renewal

Motion to approve the Renewal of Board Docs. Motioned by: Mrs. Carson, Seconded by Mr. Young. Ayes: Mrs.

Wells, Mrs. Romano, Mrs. DaSilva, Mrs. Carson, and Mr. Young, Mrs. Clancy

Approval of Summer Staff Party

Motion to approve Summer Staff Party. Motioned by: Mrs. Carson, Seconded by Mrs. DaSilva. Ayes: Mrs. Wells,

Mrs. Romano, Mrs. DaSilva, Mrs. Carson, and Mr. Young, Mrs. Clancy

Approval for staff to attend SWAN Expo on August 16th, 2019

Motion to approve staff to attend SWAN Expo on August 16th, 2019. Motioned by: Mrs. DaSilva, Seconded by

Mrs. Romano. Ayes: Mrs. Wells, Mrs. Romano, Mrs. DaSilva, Mrs. Carson, and Mr. Young, Mrs. Clancy

Approval to close Friday, August 16th for staff development day

Motion to approve the closing on Friday Aug 16th, 2019 for staff Development day. Motioned by: Mrs. DaSilva,

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

Clancy

5. Adjournment

Next meeting Date- August 19th, 2019 at 7:00pm

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

Meeting Adjourned at 7:55pm

Minutes prepared by: Adriana Romano, Secretary