

# Hodgkins Library Meeting

## Regular Meeting Minutes

### June 18, 2018

The meeting was called to order at 7:17 p.m. by Lisa Carson

Present: Lisa Carson, Sharon Wells, Joe Young, Stephanie DaSilva

Also Present: Victoria Tracy, Director, Elizabeth Attard, Louis F. Cainkar Ltd., Anna Wisznowaty, Baker Tilly.

Absent: Rose Marie Lopez, Sue Cappa

There were no public comments for this meeting.

Motion to approve minutes May 21, 2018 Regular Board Meeting with one change: Mrs. Carson is listed as making motion to approve the financial report, but was absent from the meeting. Motioned by: Mrs. Carson, Seconded by Mrs. Wells. Voting Ayes Mrs. DaSilva, Mr. Young

#### **Public Comments**

None

#### **Financial Report**

Motion to approve the financial report presented by Mrs. Wisznowaty from Baker, Tilly, Virchow Krause as presented. Motioned by: Mrs. Wells, Seconded by Mrs. Carson. Voting Ayes Mrs. DaSilva, Mr. Young

#### **Attorney's Report**

Mrs. Klotz's position on the board should be filled by appointment

#### **President's Report**

Shared Mrs. Klotz's letter of resignation

#### **Director's Report**

The Circulation Statics for the month of May are: 12 users added, 1752 check outs, 2268 check ins, 930 ILL sent, 236 ILL received. The summer reading kickoff was June 9 which included a visit from Bill Hoffman Animal Rentals. An incident occurred involving an unruly patron who made threatening statements. The police were called, and a letter was drafted to inform patron he is no longer welcome to use the library. A staff meeting was also held to review patron conduct policies and how to address future incidents.

#### **Discussion**

Trustees reviewed Chapter 8 of the Trustee Facts File for the Per Capita Grant 2019.

#### **Old Business**

Motion to approve Fortune Restoration for Stucco Repair for the amount of \$2,280.00. Motioned by: Mrs. Carson, Seconded by: Mrs. DaSilva. Voting Ayes: Mrs. Wells, Mr. Young

Motion to approve New Life Sealcoating for parking lot sealcoat and re-stripe for the amount of \$1,300.00. Motioned by: Mrs. Carson, Seconded by: Mrs. DaSilva. Voting Ayes: Mrs. Wells, Mr. Young

#### **New Business**

Discussion of preliminary FY19 budget

Motion to approve Ordinance #3-2018 Prevailing Wage. Motioned by: Mrs. Carson, Seconded by: Mrs. Wells. Voting Ayes: Mrs. DaSilva, Mr. Young

Motion to approve hiring Part-Time Circulation Assistant at the rate of \$10 per hour. Motioned by: Mrs. Carson, Seconded by: Mrs. Wells. Voting Ayes: Mrs. DaSilva, Mr. Young

Motion to adjourn at 7:47 p.m. Motioned by: Mrs. Carson, Seconded by: Mrs. Wells. Voting Ayes: Mrs. DaSilva, Mr. Young

Next Regular Meeting – Monday July 16, 2018 at 7:00 p.m.

Respectfully Submitted by:

*Joseph J. Young*

Joseph J. Young, Trustee