

Hartland Library Board of Trustees Meeting October 26, 2017

Present: Nancy Tusinski, Kristi Clements, Julianne Harden, Laura Bergstresser, Sarah Stewart Taylor

1. The meeting was called to order at 8:38
 - A. Kristi Clements moved to amend the minutes for brevity's sake by removing the level of detail contained in Section IV. The motion was approved. We fixed the spelling of "crabapple" in section V. b.
 - B. Minutes were approved with Sarah Stewart Taylor abstaining.
 - C. No public comments.
2. The board voted to accept the Library Director's report.
3. The board voted to accept the Library Director's budget report.
4. New Business
 - A. Nancy received a \$1,588.37 quote for two new computers from Dell. The board unanimously voted to use money from the Friends of the Library account to pay for the computers.
 - B. Nancy reported that she received a quote for panic buttons -- one stationary and one portable -- to be added to the library's alarm system. The board voted unanimously to use the remainder of the money in the Friends of the Library account to pay for the panic buttons.
 - C. Nancy asked that board approve setting aside a Friday each December for a staff development day. The board unanimously approved the establishment of a staff development day.

At 9:18 a.m., the board voted to go into executive session to discuss a personnel matter and a legal matter.

At 9:51 a.m. the board came out of executive session. While in executive session the board voted to give Amy McMullen a raise since she is taking on additional duties as acting director. The board approved hiring Erin Mullen as the Publicity and Outreach Coordinator. The board made a decision regarding communication around the use of funds from the 2016 annual appeal.

5. Old Business

- A. Nothing to discuss
- B. We will discuss the budget further at our next meeting
- C. We will continue work on the policy manual at our next meeting

D. Nothing to discuss

The meeting was adjourned at 10:13 a.m.