

## **Carpenter Carse Library Meeting Minutes**

**Wednesday, June 27, 2018**

**Attendees:** Katherine Kjelleren, Marianna Holzer, Heather Roberts, Emily Alger, Harmony Cism, Brian Dunlop, Susan McClure and Sara Donegan

### **Secretary's Report:**

Reviewed last month's minutes. Corrected language related to the consultant under the Personnel Committee report. Brian moved to approve; Marianna 2nd. Approved.

### **Treasurer's Report:**

We did not have an official Treasurer's Report to review with Paul away. Sara circulated a QuickBooks P&L budget vs. actual report as of yesterday.

Repairs & Maintenance is significantly over budget because of repairs to the AC and "catch up" repairs.

Emily moved to approve. Susan 2nd. Approved.

### **Committee Reports:**

The Personnel Committee will meet on July 19th.

Reviewed a draft of the "Memorandum of Understanding between Friends of the Carpenter-Carse Library, Inc. and Carpenter-Carse Library". It was approved by the Board as presented. Friends will vote on it at their next meeting.

### **Directors Report:**

Sara is sending back the GeoChron and is hoping to find a local artist that will create a mural on that wall in the children's area. Heather moved to authorize Sara to spend up to \$2,000 from savings for the mural project. Marianna 2nd. Approved.

Sara will reach out to Paul about whether to move money from the deferred maintenance account to cover the overspending in Repairs & Maintenance before the end of the fiscal year.

The book sale volunteer shifts are well covered.

The SCHIP Grant request for things needed for the bike loan program (rack, helmets, bike repair station, etc.) is likely to be denied. Sara is looking at alternative funding options. Katherine

raised issues with maintenance, safety and staff responsibilities to be included in the borrowing agreement.

We will review a draft of the new Trustee Bylaws at our next meeting.

Susan moved to accept the Librarian's Report. Brian 2nd. Approved.

**Old Business:**

The stained glass in honor of Earla Sue McNaul is nearly complete.

**New Business:**

No new business.

Marianna moved to adjourn. Emily 2nd. The next meeting is Wednesday, July 25th at 7pm.  
Adjourned at 8:20pm.