

Hadley Luzerne Public Library

Meeting Minutes, July 16, 2019

Present: Burgess Ovitt, John Plantier, Stephanie Lansburg, Patti Simone, Courtney Keir
Deborah Rooks.

Guest: Robert Schofield.

Bill Paying

Treasurer's Report (See Mr. Schofield's presentation)

Director's Report

Courtney Keir introduced the idea of paying staff for the day they miss when the library is closed for a holiday.

A motion was made by John Plantier to approve the idea and was seconded by Patti Simone. It passed unanimously.

After a discussion, a motion was made by John Plantier to start the work day at 8:30 in order to be ready to open at 9a.m. It was seconded by Patti Simone and was passed unanimously.

The pros and cons of eliminating fines will be researched by the Director and will be brought forward at the August meeting.

Courtney described the issues surrounding building a deck. Americans with Disabilities Act compliance is an expense and perhaps we should wait before committing to going forward.

Courtney will contact the drafting person about potential designs.

The cost of developing plans will be \$872.00. The figure the library received from Cedarwood Engineering, the Town of Luzerne's engineer, was \$1,900.00.

Courtney will be looking into applying to private foundations for a grant to purchase new furniture.

The tables we have are heavy and awkward to move out of the way for programs, and the upholstery on our chairs is fraying.

Robert Schofield distributed a set of sample bylaws, a summary budget, and an agenda for our organizational meeting, and job descriptions for the Treasurer and Vice President for Finance positions. Stipulations for the Treasurer position were explained. The individual could be a volunteer, a staff member, but in any case must be bonded. Mr. Schofield preferred that it be a paid position. He will look into whether or not our current relationship with Tammy Priest and the DeLorenzo firm is acceptable and can continue.

We will need a notary public to attend our August meeting.

Robert Schofield reviewed the proposed bylaws. John Plantier moved to accept them, Deborah Rooks seconded, and the motion passed unanimously.

The length of term for trustees before they must run for re-election was decided.

Stephanie Lansburg1 year