

# Boone Area Library Board of Trustees Meeting

Tuesday, December 20, 2016

The meeting was called to order by President Susan Fix at 7:00 pm.

**Trustees in attendance:** Susan Fix, Jenn Harding, Sandra Kline, Matthew Lamm, Cheryl Martinozzi, Adrienne Salanek

**Trustees Absent:** Julia Olafson

**Minutes:** Motion to accept the November 15, 2016 Minutes with corrections was made by Cheryl Martinozzi; seconded by Matt Lamm; motion carried.

**Recognition:** The board took a moment to recognize outgoing Director Amy Resh and outgoing Trustee Adrienne Salanek for their time, work and accomplishments with the library.

**Office Nominations:** Sue Fix recalled the list of nominees slated for office in 2017: Sue Fix as President, Cheryl Martinozzi as Vice President, Julia Olafson as Treasurer, and Matt Lamm as Secretary. Cheryl Martinozzi made a motion to accept the slated list, Jenn Harding seconded, and the motion carried.

**Report of the Library Director:** Highlights:

- People count and circulation down slightly, reason uncertain
- Programs and booksale continue as normal
- Yoga for Kids program discontinued for lack of attendance, Mr. Mike's Music starting next year.
- Christmas Raffle Winners pulled and notified.
- Receipt of annual giving responses slowing but overall good, giving envelope was a success.

**Report of the Treasurer:** Highlights:

- Income: Annual Giving on track to surpass projection and last year.
- Expenses: Teen Room furniture paid for by the Rotary.
- Other notes: Sweet Streets, Christmas Raffle, and Santa Breakfast all did well.
- Motion to accept the report of the treasurer made by Cheryl Martinozzi, second by Jenn Harding. Motion carried.

**Report of the President & Trustees**

- Sue Fix gave the board an update on an applicant for the Library Director position. Amy Resh suggested that the board install an interim director until a director is hired rather than distribute the director's responsibilities to the entire staff.

**Committee Reports**

- Concern was raised as to whether the biannual preventative maintenance was done to the heating system. We have a contract with E.G. Smith. Director Amy Resh to reach out to them.

**Policy Review**

- Director Amy Resh proposed a change to the service policy regarding the amount of DVD's that may be borrowed and the length of time the patron can keep them. This change would make due dates less confusing to the patron. Cheryl Martonizzi made a motion to adopt the change, and Jenn Harding seconded; the motion carried.

**Old Business**

- Bylaws: a proposal was made to change the title of President to Chair and the title of Vice President to Vice Chair; also a proposal was made to change the policy of mailing postal notice to trustees of an

upcoming vote to electronic notice (ref. Article 7 Section 3). A vote on this to take place at the next meeting.

- Long Term Planning: Director Amy Resh suggested that the trustees hold live “sittings” at local stores and public settings to survey people live about their interaction with the library. The purpose of this would be to get a better feel of what the community wants from the library and especially to reach out to non-users. Amy also suggested that the library’s logo needs to be updated. The board gratefully received Amy’s suggestions.

#### **New Business**

- System’s Questionnaire: Sue Fix distributed a survey for the trustees and the director to give their own feedback. The director suggested this be done on a yearly basis.

#### **Adjournment**

At 8:06pm, Cheryl Martinozzi made a motion to adjourn the meeting; seconded by Adrienne Salanek; motion carried.

#### **Executive Session:**

The trustees entered into an executive session to discuss the interim director position and other staffing issues.

Next meeting scheduled for January 17, 2017 @ 7:00 PM.

Respectfully submitted,  
Matthew T. Lamm, Secretary