

HAY MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
May 17th, 2018
Minutes

Present: Kathy Van Ness, Don Smith, Christine Eggleston, Darsi Reardon, Laura Oram, Peggy Kelly, Sharon Dyckes, Ayiana Crabtree

Absent: Marty Delsignore, Carol Smith, Marianne Malatino

Staff: Katie Riordan, Jen Van Ness

Guest: Barb Kirk

- I. Kathy Van Ness called the meeting to order at 5:02 p.m.
- II. Motion by Peggy Kelly seconded by Sharon Dyckes, to accept the agenda, unanimously passed and carried.
- III. Motion by Darsi Reardon, seconded by Sharon Dyckes to accept the April minutes as amended, unanimously passed and carried.
- IV. The QuickReport from April 20th to May 14th was distributed. Motion by Peggy Kelly to accept, seconded by Don Smith, unanimously passed and carried.
- V. Manager's Report – The board had no question at this time. Katie discussed the calendar for the summer reading program was planned.
- VI. Old Business
 - A. Quotes on Front Desk- Some concerns were expressed by Katie and the board that the current plan for the work desk is too cramped. Katie has talk to Bernie Brown and he offered to draw up a new layout.
 - B. Poetry Contest- Christine Eggleston discussed the success of the poetry contest. The readings were well done. In addition she believes the library is the best location for the ceremony.
 - C. Dogs and Drinks- The dog and drink sale is next weekend on May 26th. Kathy Van Ness has three bags of hot dogs and the rolls. Kathy will work the book sale. Christine Eggleston will see if her husband can bring the grill and cook the hot dogs.
 - D. Membership Letter- The membership letters have been written and will be sent out at the end of next week.
 - E. Katie's Review- Kathy Van Ness stated that Katie's review went well and that the board is very impressed by the work she has done.
 - F. Donations for Outdoor Movie- Katie discussed how we were just on movie license short from donations at this time. The equipment for the outdoor will be arriving at the library next week.
- VII. New Business

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- A. Nominations- Peggy Kelly would like to nominate Christine Eggleston for President of the board, seconded by Sharon Dyckes. Laura Oram nominated Darsi Reardon for Vice President of the board, seconded by Sharon Dyckes.
 - B. Treasurer- The board discussed who would take on the responsibilities of inputting things into QuickBooks. The mention of a staff member filling this responsibility was discussed, but worried it could be a conflict of interest. The board decided to search for potential board members who could take on this responsibility. The board will convene via email on prospect by May 21st.
 - C. Can Am Day- Katie has the Merry Go Round schedule to perform during Can Am day. The board discussed the placement of the Merry Go Round being unsafe for children and discussed finding a new place for it. Katie said that she was going to talk to Cheryl to see if we can move the location.
- VIII. Motion by Peggy Kelly, seconded by Darsi Reardon to adjourn the meeting at 6:06 pm, Unanimously passed and carried.
- IX. The next HML Board meeting will June 21st 2018 at 5:00pm. This will also be our annual meeting. The annual meeting will begin at 4:30 pm