

EMMA S. CLARK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING

July 17, 2019

7:30 p.m.

A regular meeting of the Board of Trustees of the Emma S. Clark Memorial Library Association was called to order at 7:30 p.m. by Orlando Maione, Board President. The following trustees of the Board, consisting of a quorum, were also present: Deborah Blair, Vice-President; Christopher Fletcher, Treasurer; Carol Leister, Secretary; Anthony Parlatore, Suzanne Shane, Richard Russell and David Douglas. Also present was Ted Gutmann, Library Director. Absent with excuse: Linda Josephs.

I. CALL TO ORDER

The Pledge of Allegiance was recited.

II. PERIOD OF PUBLIC EXPRESSION

No one from the public wished to speak.

III. MINUTES

Mr. Parlatore made a motion to accept the minutes as amended from the June 19, 2019 Board meeting, seconded by Mr. Russell and passed unanimously.

IV. PRESIDENT'S REPORT

Mr. Maione tabled his report until the Buildings and Grounds Committee report portion of the meeting.

V. TREASURER'S REPORT & APPROVAL OF WARRANTS

All the bills are paid and our budget looks to be in great shape.

Mr. Fletcher made a motion to approve the warrants as submitted, seconded by Mr. Russell and passed unanimously. Ms. Shane made a motion to accept the treasurer's report as submitted, seconded by Mr. Parlatore and passed unanimously. Mr. Fletcher made a point of mentioning how well the budget is being managed.

VI. DIRECTOR'S REPORT

The attached Director's report was read and discussed.

VII. COMMITTEE REPORTS

Buildings and Grounds:

Mr. Maione reported that both he and the library's legal counsel have reviewed and requested changes to the proposal by John Cunniffe, (JD8 Design Services, Inc.) regarding the plans for the library cafe. Mr. Cunniffe updated the proposal incorporating the requested changes. Mr. Parlatore made a motion to authorize the Director to approve the updated proposal and pay

\$3,500.00 from the Capital Fund as deposit, seconded by Mr. Fletcher and passed unanimously.

Personnel: No report

Investment: No report

VII. OLD BUSINESS

Café Project – addressed under Buildings and Grounds Committee report.

VIII. NEW BUSINESS

None

IX. ADJOURNMENT

Ms. Shane made a motion to adjourn the meeting at 7:53 p.m., seconded by Mr. Fletcher and passed unanimously.

Respectfully submitted,
Carol Leister, Secretary

Recorded by: Robert Johnson