

Minutes of the January 9, 2018, Regular Meeting
of the
Lake Pleasant Library Board of Trustees

Members Present: Richard Frisk, Karen McComb, Dick Mayers, Frank Mezzano, Toni Morrison, Kathy O'Connell, Laura O'Connor, Amy Peters.
Members Absent: Nancy Seifts
Staff Present: Sherry Matthews
Guests Present: None

Meeting Called to Order @ 4:01 p.m.

- I. No public comments.
- II. Motion to approve the minutes of the December 9, 2017, meeting was made by Frank Mezzano, seconded by Rich Frisk, and passed unanimously.
- III. Friend's Report: None
- IV. Report(s) of Officers
 - A. President's Report – Karen McComb
 1. Karen McComb welcomed new Board Members – Laura O'Connor & Kathy O'Connell, and returning member Toni Morrison.
 2. Karen McComb discussed the formation of Board Committee assignments (see agenda) and the importance of the committees. Karen stated that a Library Review Board must be created as per library policy. Karen reviewed the list of committees and responsibilities with the Board.
 3. The Open House event was discussed at length – no action was taken. Members were asked to think about how best to host the event.
 4. Karen McComb has arranged for a monthly article to be printed in the Hamilton County Express and asked each board member to agree to do one article. Kathy O'Connell will do February, Laura O'Connor will do March.
 5. Karen McComb distributed Conflict of Interest forms for board members to complete. They will be filed in the Director's office.
 6. Karen McComb requested that the bound editions of the Hamilton County Express be placed permanently in the Conference room.
 7. Karen McComb asked Sherry Matthews if the Volunteer Handbook is current and up to date. Sherry will check on this.
 8. Karen McComb reviewed the punch list of remaining library work with the Board.
 - B. Treasurer's Report – N. Seifts.
 1. No report available - Nancy Seifts was absent from the meeting.
- V. Committee Reports
 - A. Collection Committee – S. Matthews

1. Report is attached. Next Collection committee meeting is scheduled for February 6th.
2. Sherry reviewed the make-up of the committee with the Board and addressed the issue of meeting absence of some of the members with the Board. The Board suggested that she send a letter to all committee members asking if they wish to continue as members of the committee.
3. Sherry Matthews stated that she had requested funding from the Friends for summer program, but has not heard from them to date.
4. Sherry Matthews stated that SALS will be creating a website for the library within the next two days.
5. Sherry Matthews stated that SALS is holding a meeting on January 31st to aid Directors in completing their annual reports and she will be attending.
6. SM stated that she was invited to join Four Rivers Alliance and they will be meeting at the library on January 11th.

B. Construction Report – Richard Frisk

1. It is hoped that by the end of January or early February the AV system should be in place and operational.
2. The new back door will be ordered shortly.
3. The remaining items on the punch list will be addressed ASAP.
4. Richard Frisk suggested ordering the gazebo.
5. Karen McComb asked about the status of the carrels for the library. Rich stated that they have not been ordered yet. Dick Mayers made a motion to order the carrels, seconded by Frank Mezzano and passed unanimously.

VI. Director's Report – S. Matthews

1. Sherry Matthews stated that she had requested funding from the Friends for summer program, but has not heard from them.
2. Sherry Matthews stated that SALS will be creating a website for the library within the next two days.
3. Sherry Matthews stated that SALS is holding a meeting on January 31st to aid Directors in completing their annual reports and she will be attending.
4. Sherry Matthews stated that she was invited to join Four Rivers Alliance and they will be meeting at the library on January 11th. This could prove to be an excellent opportunity for community outreach and positive public relations.

VII. Old Business – none

VIII. New Business none

Motion to Adjourn @ 5:29 pm made by, Frank Mezzano, seconded by Kathy O'Connell and passed unanimously.

Respectfully submitted,

T. Morrison, Secretary