

## FLOYD MEMORIAL LIBRARY

Minutes (unapproved) of meeting November 5, 2018.

Members present: Seth Kaufman, Buffy Hartmann, Miriam Foster, Terese Svoboda, Nadira Vlaun and Director Lisa Richland.

Absent: Melina Angelson, Peter Sacks

The Board meeting was called to order at 6.06pm.

The minutes of October 1<sup>st</sup>, 2018 were approved on motion of 1) Svoboda, 2) Hartmann, unanimous.

The bills were ordered paid on motion of 1) Vlaun, 2) Hartmann, unanimous. The treasurer's reports were accepted and filed for audit.

### Treasurer's Report:

Director Richland presented the report in place of Treasurer Angelson. Expenditures have been in line with projections to date. Incoming is running somewhat ahead of projections.

### Communications:

The Library has received signed contracts for the year from the Oysterponds and Greenport school districts.

### Director's Report:

Presented by Director Richland.

### Committees:

*Building* – The building air-conditioning unit has failed catastrophically causing a small flood and damage to the ceiling on the second floor above the Children's room. Three bids have been received for the replacement unit at a variety of price points. The architects for the Children's room project, MDA Design Group, have informed the Library that it would be possible to start parts of the project in the affected areas sooner than originally planned if required.

*Grounds + Garden* – The garden has been put to bed for the season.

*Policy* – The revised sexual harassment policy was reviewed by the Board. Several typographical errors were identified and corrected. The policy was unanimously approved by the Board.

*Personnel* – Options to fill the vacant Children's Librarian position were discussed.

### Old Business

Terese Svoboda will join the Grounds + Garden committee.  
Miriam Foster will join the Building and Policy committees.  
Nadira Vlaun will join the personnel committee.

Board entered executive session at 6.49pm to discuss personnel matters.  
Executive session ended at 7.00pm.

Meeting was adjourned at 7.05pm on motion of Kaufman. The next meeting will be on  
December 5<sup>th</sup> at 6.00pm.

Respectfully submitted,  
Seth Kaufman, acting secretary