

FLOYD MEMORIAL LIBRARY  
Minutes (unapproved) of meeting on 2-4-19.

Members present: Melina Angelson, Miriam Foster, Buffy Hartmann, Seth Kaufman, Peter Sacks, Nadira Vlaun and Director Lisa Richland.

Absent: Therese Svoboda

The Board meeting was called to order at 6:01 PM

The minutes of our previous meeting were approved on motion of 1) Melina Angelson and 2) Seth Kaufman, unanimous.

Treasurer's Report:

Treasurer, Melina Angelson, presented the report. The fiscal year has started and we continue to be in a good financial condition. We received a \$5,000 grant from LLIA, Local Library Incentive Aid, a state grant.

There was a motion to accept the report and pay all bills by Peter Sacks, seconded by Seth Kaufman, unanimous vote. The treasurer's reports were accepted and filed for audit.

Communications: none

Director's Report:

Presented by Director Richland. We expect renovations on the mezzanine to begin this week. Lisa is still working with contractor on the 2<sup>nd</sup> phase of our renovations which include revamping of the children's and young adult sections of the library as well as redoing the flooring throughout the library. Library staff has done online training for sexual harassment and good discussions on the topic occurred. The staff is currently doing cybersecurity. Based on patron needs, the library has subscribed to Kanopy, an on-line streaming service for movies. Currently, patrons are limited to 5 movies/month. Each rental will cost the library \$2.

Committees:

*Finance + Budget*- Committee has met and we have started the new year in good financial condition

*Building* – Work on mezzanine remodeling will start this week. It is expected that books in the mezzanine will be unavailable for 2 weeks.

*Grounds + Garden* – None

*Policy.* There was a motion to accept the new Whistleblower policy that was presented last month by Melina Angelson and seconded by Miriam Foster. Vote was unanimous and the policy will be added to our library's policies.

*Personnel* – Director Richland discussed the 3 month evaluation for the children's librarian, Vicky Kotula. She is pleased with her work and meets with Vicky often to provide mentoring. Vicky also is working well with Tracey Moloney, our teen librarian, who is also

providing mentoring. The board went into Executive Session to discuss the yearly evaluation of Director Richland. Following the Executive Session, Director Richland came back and was given her evaluation, which was positive. At this time, she also said that currently she is planning to retire in the fall of 2020.

Old business: Our annual Staff Appreciation party will be this coming Saturday, February 9<sup>th</sup> at 5PM.

New business: Poppy would like to give access to the library (i.e. keys) to part time staff as this would eliminate her being called to provide library access when unexpected circumstances happen. The board has agreed that after 6 months of employment, a part time staff member can be given a key, if it is decided that they need one.

Meeting was adjourned at 6:43 on motion by Melina Angelson. The next meeting will be on at 6.00pm on March 4, 2019.

Respectfully submitted,

Peter Sacks, secretary