

The Community Library
Board of Trustees Meeting
September 12, 2019

Call to Order:

As a quorum was present, President Ken Hotopp called the meeting to order at 1:00 p.m.
Present: Ruth Ashworth, Harriet Berard, Linda Carpenter, Virginia Downs, Ken Hotopp, Dee Neary, Jerry Peters, Janet Sand, John Scott, Julia Walter, Devon Hedges. Excused: Fred Barnes.

Minutes:

Ms. Carpenter made a motion, seconded by Ms. Walter, and was unanimously approved to accept the August minutes.

Director's Report:

Mr. Hedges indicated that he had recently spoken to Paul Mays about the construction project. Mr. Mays reported that he was in the process of obtaining bids, and a date to begin the approved construction would be set soon.

After discussion centered on the problems with the air conditioning, the trustees resolved to have the system repaired before next summer. Mr. Peters made a motion, seconded by Mrs. Sand, and was unanimously approved to allocate the estimated \$2000-\$3000 for TBS to rectify the problems.

Treasurer's Report:

The trustees reviewed the current treasurer's report. Mr. Peters presented the bills. After each trustee reviewed the bills, Mr. Peters made a motion, seconded by Ms. Walter, and was unanimously approved to pay the bills.

Committee Reports:

Finance:

i At the October meeting the director's account signatories will be updated to the new director and Ms. Carpenter.

Mrs. Berard presented the trustees with the history of the Fenimore Accounts. This thorough history traced the bequeaths from 1934 to the monies in 2019.

Facilities:

Mrs. Ashworth asked the trustees for suggestions about improving the facility. Mrs. Sand mentioned better maintenance around the building (grass, flowers, plants).

The trustees agreed to address the issue with our landscapers next spring after the construction project is completed.

Personnel:

Ms. Carpenter announced that the appreciation dinner in honor of Mr. Hedges will be October 2 or 9.

Ms. Carpenter announced that the personnel committee has selected the new director.

the Ms. Kim Zimmer has nine years experience, has excellent references, and was unanimous choice of the committee. Because of prior commitments, Ms. Zimmer

will work part time with Mr. Hedges until mid-October. On September 16 she will provide a specific date when she will begin full time; until then, she will be compensated on an hourly basis. Ms. Carpenter made a motion to offer

Kim Zimmer a provisional
50% of her health care premium. The

appointment with a salary of \$45,000 and to pay
motion was unanimously approved.

Board Development:

The committee has compiled the results of the Board Survey which were reported by Mrs. Neary. The trustees indicated that the meetings were well-run and organized. All the trustees felt free to speak and to voice their opinions. Mrs. Neary summarized survey results noting that the trustees were cognizant of public policies and the library's policies were frequently updated. The trustees all mentioned board evaluations and annual reviews were reminders of their responsibilities. Mrs. Neary will present the responses to the remainder of the survey questions at the October meeting.

Building:

Mr. Ken Hotopp, president, will be the contact person on all contracts.

Important Dates:

Next regular board meeting - October 10 at 1:00 p.m.

Adjournment:

Mrs. Berard made a motion, seconded by Mrs. Neary, and was unanimously approved to adjourn at 2:40 p.m.

Submitted by Virginia Downs