

South New Berlin Free Library
Meeting
September 19, 2017

Present: Marcia Hoag, George Clum, Ann Mein, Tammy Osborne, Robin Avolio, John Lorence, Terri Weaver, Margaret Caezza, Michelle Reinhart Abrams, Nancy Dibbell.

Public present: Wendy Bovee Oldham, Ian Oldham, Elaine Clum, Lynn Macumber, Jim Weaver, Myron Schroner, Connor Schroner

The meeting was called to order by Marcia Hoag, at 6:30 pm.

Tammy made a motion to accept the September 7th minutes. George seconded it. All in favor, motion carried.

The budget workshop was held with Margaret Caezza, Treasurer. A tentative proposed budget was created and will be finalized and approved at the October 17, 2017 quarterly meeting. We did not need to go over the tax cap and will not be increasing our budget. Margaret provided a Profit and Loss statement for review. She reported that minimum wage will go up to \$10.40 December 31st. Paid family leave will be instituted in January.

Public was invited to comment. A question was asked as to whether Judy Off had received her reimbursement check. Margaret Caezza will be asked to find out. Meeting procedure as conducted at the last meeting was questioned, as well as payment for attorney fees.

Terri presented her director's report and listed suggestions. She reported that Norwich Glass had come about the door, which should stay open longer. She said there was \$71.78 in the petty cash fund. She reported having received a FOIL request for email correspondence. It has been determined that a Free Association Library need not comply as per Four County, State Education Department, and the Office on Open Government. Terri gave the Board a copy of her contract paperwork for the record, as requested. Barry Davis sent back the certified letter signature card. Matter to be discussed next meeting. There will be a sign-up sheet for people to sign if they want a news bulletin mailed to them.

There was discussion regarding the emergency egress light. A new battery was purchased from CV Electric and the broken wire repaired. George Clum and Martin Mein will reinstall it on the wall.

There was discussion on the need for an exit light, carbon monoxide and smoke detectors per our Fire Inspection. John Lorence made a motion to purchase these items,