South New Berlin Free Library Annual Audit Meeting Minutes

November 19, 2018

Present: George Clum, John Lorence, Elaine Clum, Marcia Hoag, Robin Avolio, Paul Rowe (Accountant)

Public: Wendy Oldham, Lynn Macumber

Meeting was called to order at 7:04pm.

The Stairlift has been installed. There was discussion about Electrical quote from Roy Stockwell for the Stair lift. John made a motion to accept the $300 quote George 2nd it. All in favor. Motion carried.

George is meeting with Reese Marshall on Friday to finalize installation of the heat upstairs.

Discussion on clarifying when Mary Fitch will shovel/snowblow. Over the shoes is the agreed upon snow level to shovel.

Discussion about Bonnie Gayle submitting for another grant for 2019. The first session was well received. Another session is scheduled and sign up is occurring now. Elaine made a motion to approve Bonnie Gayle applying for another Library grant for 2019. John 2nd it. All in favor. Motion carried.

Elaine made a motion to accept the October 25, 2018 minutes. John 2nd it. All in favor. Motion carried.

The cameras arrived. John and George will schedule installing them.

Audit:

Board members asked to see documentation for various checks and transactions for the 2018 year. Examples: Water bills, Paypal purchases, Library Store, Amazon, Payroll taxes, Survey etc. Paul Rowe was able to provide every document the Board requested. Audit was 100% and verified. Paul Rowe, Accountant and Robin Avolio, Library Manager were thanked and praised for their outstanding bookkeeping.

Elaine made a motion to adjourn. George 2nd it. All in favor. Motion carried.

Meeting adjourned at 7:58pm.

Signed:

Marcia Hoag, President