

**Brown Public Library**

**Board of Trustees**

**Minutes of August 11, 2015**

**Present:** Katie Wawrzyniak, Chair, Karen Grace, Maryann McGinnis, John Stevens, Kate Reilly-FitzPatrick

1. Call to order- Katie called the meeting to order at 5:02.
2. Maryanne moved to approve Richard Brockway to the Brown Public Library Board of Trustees. Kate seconded, unanimously approved.
3. The minutes of the May 12, 2015 meeting were approved. John moved approval, Karen seconded, unanimously approved.
4. Treasurer's Report- John reviewed the report. Noted that we still have not yet received funds from the Lance Fund, even though Sarah has attempted to contact them many times. Sarah has enough books to do one more RIF program. She would like to do at least one other. The suggestion was made that Sarah send a certified letter to the Lance Foundation to check on the status of the check. John also noted that the bill from Green Mountain Security has not yet been received. Katie moved to approve the Treasurer's Report, Karen seconded, unanimously approved.
5. Librarian's Report- Sherri reviewed the report. She noted that the library has several new volunteers.
6. Friends of the BPL Report- John reported that they have thus far received 50 new membership renewals.
7. Old Business- John reported that thanks to the Norwich Year of Service, carpenters are replacing the roof over the outside entrance to the basement. The Town Manager is currently working on the grant for the main roof. John also reported that he has spoken to the Town Manager to request that a crosswalk be placed on South Main St. by the post office. Sherri mentioned that A+ Cleaners suggested that the Community Room floor be waxed and that the library needs new runners. John suggested that maybe something other than carpet could be used in place of the runners. Katie reported that Floyd is looking into switching the website format from html to WordPress so the staff can update and change the website themselves.
8. New Business-
  - Labor Day Preparations: Volunteers are needed to help with the sale. Katie passed a list and board members signed up for time slots to help with the sale. Karen reported that all of the books have been sorted into fiction, nonfiction, paperback and hardcover. She

suggested that we post a sign with a suggested donation amount per book during the sale.

- Safety Regulation Approval: tabled until the September meeting.
- Discussion of fundraising policy: Board will review and will approve at the September meeting.
- Katie moved to go into Executive Session at 5:57. Karen moved approval, Kate seconded, unanimously approved.

**Meeting adjourned at 6:10.**

**Next meeting scheduled for September 8<sup>th</sup> at 5:00 in the Community Room.**

Respectfully Submitted,

Kate Reilly-FitzPatrick