

MINUTES  
RICHMOND MEMORIAL LIBRARY ASSOCIATION  
EXECUTIVE BOARD MEETING

May 17, 2017

PRESENT: Michelle Quincy; Dave Wagner; Kathy O'Neil; Jann Parker; Rich Storrs; Joanne Buck; Lisa Seethaler; Brendon Montstream; Mark Dursin; Nancy Wood; Sarah McGuire

ABSENT: CALL TO ORDER: Meeting called to order by Michelle Quincy at 7:21 PM.

PUBLIC FORUM: None.

ADDITIONS TO THE AGENDA: None.

MINUTES: The minutes of the April 26, 2017, meeting were moved to be accepted by Mark Dursin; seconded by Brendon Montstream. Minutes were approved.

CORRESPONDENCE: None.

TREASURER'S REPORT: Treasurer Kathy O'Neil went over her Treasurer's Report (on file). Rich Storrs moved to accept the report; seconded by Brendon Montstream. Motion was approved. Nancy Wood shared the Profit/Loss statement. Due to elections for the 2017-2018 year, outgoing members Dave Wagner and Kathleen O'Neil will be removed from the Library's bank accounts, to be replaced by incoming Treasurer Karen Langlois and incoming Vice President Lisa Seethaler.

COMMITTEE REPORTS:

1. FINANCE COMMITTEE: The Finance Committee did not meet.
2. FRIENDS COMMITTEE: The Friends will hold their book sale on June 3, and are looking for help. A sign-up will be on the circulation desk.
3. BUILDING AND GROUNDS: The Building and Grounds Committee has not met. Nancy expressed her hope that the Library's cleaning services will go out to bid.

SPECIAL COMMITTEES: Brendon Montstream moved to disband the Nominating Committee; Mark Dursin seconded. Motion passed.

DIRECTOR'S REPORT: Director Nancy Wood's report is on file. Nancy described the new networked color copier now available at the Library. The Summer Reading program will begin soon. Used chairs have been purchased for the upstairs meeting room and are being re-upholstered. They will be delivered next month and will be paid for by Friends' fundraising.

OLD BUSINESS:

- A. AUDIT: Information has been sent to the auditor to continue the audit process.
- B. LIBRARY FIBER CONNECTION: Nancy updated the board on the process of the project.
- C. 2017-2018 BUDGET: No change.

E. BANNING POLICY: Nancy distributed a draft policy for banning patrons from the Library, as drafted by Nancy, Michelle, and Jann. Modifications were discussed. Brendon Montstream moved to accept the policy as amended; Dave Wagner seconded. Motion passed.

NEW BUSINESS: None.

OTHER: Mark offered congratulations to Rich for the birth of his new son.

PUBLIC FORUM: None.

ADJOURNMENT: Dave Wagner made a motion that the meeting be adjourned; motion was seconded by Brendon Montstream. Motion passed. Meeting was adjourned at 7:43 PM.

Respectfully submitted,

Rich Storrs

June 18, 2017