

MINUTES
RICHMOND MEMORIAL LIBRARY ASSOCIATION
EXECUTIVE BOARD MEETING

September 6, 2017

PRESENT: Michelle Quincy; Lisa Seethaler; Karen Langlois; Jann Parker; Joanne Buck; Mark Dursin; Sarah McGuire; Audrey Skorski; Nancy Wood.

ABSENT: Donald Kuerner

CALL TO ORDER: Meeting called to order by Michelle Quincy at 7:01 PM.

PUBLIC FORUM: None.

ADDITIONS TO THE AGENDA: Board Committee appointments.

MINUTES: The minutes of the May 17, 2017, meeting were moved to be accepted by Lisa Seethaler; seconded by Mark Dursin. Minutes were approved.

CORRESPONDENCE: Library Director Nancy Wood shared two letters: (1) Mary Goetter has offered to present a program on China and its culture as well as sponsor a personal tour for library members. After discussion, Nancy will contact her about perhaps presenting a one hour program on China, but not to pursue the tour. (2) The Hartford Foundation for Public Giving is conducting a workshop on endowments in October. Several board members expressed interest in attending.

TREASURER'S REPORT: Treasurer Karen Langlois went over her Treasurer's Report (on file). Audrey Skorski moved to accept the report; seconded by Mark Dursin. Motion was approved. Nancy Wood shared the Profit/Loss statement and cautioned that the ongoing state and local budget uncertainty could affect future finances.

COMMITTEE REPORTS:

1. FINANCE COMMITTEE: The Finance Committee did not meet.
2. FRIENDS COMMITTEE: The Friends held a book sale in June and staffed a booth at the recent Marlborough Day with help from Board members Jann and Joanne. Solicitations have begun for the Friends' Holiday Silent Auction. Next meeting will be September 19, 2017.
3. BUILDING AND GROUNDS: The Building and Grounds Committee did not meet. Nancy spoke about the need for some grounds help.
4. APPOINTMENTS TO COMMITTEES:

Nominating Committee will be formed in January. By Laws, Policy, and Long Range Plan Committees are not needed this year, as all have been updated in recent years. Audrey Skorski offered to serve on Friends Committee along with Mark and Michelle. Joanne Buck stated that Association member Brad Buck would continue serving on Finance Committee and he will see

whether Kurt Filosa also will stay on Finance Committee him and Karen. Lisa Seethaler and Audrey Skorski offered to serve on Building and Grounds Maintenance Committee. No decision was made on the Personnel Committee.

SPECIAL COMMITTEES: None.

DIRECTOR'S REPORT: Director Nancy Wood's report is on file. Nancy shared her experience with Eclipse-a-Palooza, which had many more participants than had been anticipated.

OLD BUSINESS:

A. AUDIT: Nancy has been working with auditor and accountant to determine how best to value library collection.

B. LIBRARY FIBER CONNECTION: Wiring has been installed and system is scheduled to be turned on September 19.

C. 2017-2018 BUDGET: Trickle down difficulties from state and local processes continues.

NEW BUSINESS:

A. PERSONNEL POLICY: The policy concerning the tuition benefit was changed to: With Board approval, the RML will fund a tuition loan for up to \$1,000 per fiscal year from the RMLA to the eligible employee. Any employee who has two or more years of continuous employment, works for a minimum of 10 hours per week, is enrolled in an accredited program in the field of library science and completes a minimum of three courses in the field of library science in a fiscal year is eligible. If the employee continues his/her employment with the RML for a minimum of two years after receiving a degree in the field of library science and has maintained at least a 2.5 GPA overall, the RMLA will forgive the loan. If the employee chooses to leave the RML before this two-year post graduate period, he/she must repay any money funded by RMLA under this tuition benefit in full.

OTHER: None.

PUBLIC FORUM: None.

ADJOURNMENT: Mark Dursin made a motion that the meeting be adjourned; motion was seconded by Sarah McGuire. Motion passed. Meeting was adjourned at 8:11 PM.

Respectfully submitted,

Jann Parker

September 7, 2017