

Attendance: Katleen Dethier, Julie Hengenius, Angela Knisley, Kristie Miller and Margaret Stevens

Others: Diana Reding, Library Director

Reorganization Meeting

1. *Call to Order*: Kristie called the meeting to order at 6:33 PM.

2. *Pledge of Allegiance*.

3. *Adoption of Agenda*: Margaret moved to approve the agenda; Julie seconded and it carried with all in favor.

4. *Approval of August 26 Meeting Minutes* – Julie moved to approve the minutes; Kristie seconded the motion and it carried with all in favor.

5. *Period of Public Expression*: No one from the public attended.

6. *Correspondence*: Diana reviewed a letter from the Library's insurance carrier regarding workman's compensation insurance needs. The Library will ask for a formal quote for needed increased coverage and cost.

7. *Treasurer/Financial Officer's Report* (submitted under separate cover).

a. Reports: The financial reports for January through August 31, 2019 were reviewed. **Motion:** To approve the August 2019 Treasurer's report. The motion was made by Julie and seconded by Angela. It carried with all in favor.

b. Payments: **Motion:** To approve the payment of bills for August, 2019. The motion was made by Margaret and seconded by Julie. It carried with all in favor.

8. *Director's Report*: (submitted separately): Diana reviewed her report which included financial information and an update on the ARSL conference she recently attended. Also included in her report was the news that library clerk, Pat Abrams, will be retiring at the end of this year as well as several Building and Grounds issues: a) the Library is awaiting the 3rd estimate for plumbing work on the backflow device, 2) outdoor gas lamp will not light (National Fuel will be contacted), 3) no smoking signage will be placed at Library's doors.

9. *Committee Reports*:

a. *Election Committee*

i. *Slate of officers*: Margaret presented the following slate of officers:

President: Kristie Miller; Vice President: Julie Hengenius; Secretary: Angela Knisley

Motion: To accept/elect the presented slate of officers for the 2019-2020 Corfu Library Board year. The motion was made by Katleen and seconded by Kristie. It carried with all in favor.

ii. Committee appointments: The following Board members were appointed to committees as follows:

Finance: Kristie, Jessica, Katleen

Building and Grounds: Margaret, Angela, Julie

Personnel: Julie, Angela, Margaret

10. Old Business:

a. Rechartering update: Several changes to the proposed bylaws will be made and a few others are under consideration. Changes include having 12/12/17 as the initial date for the process, and establishing the fiscal year to align with the school year – July 1 to June 30. Those under consideration for change are: the amount of money to be kept in the Fund Balance, and for the Purchasing Bylaw – the range/amount of purchase established for need of a written quote. Work continues on how best to establish the name change along with an EIN number.

b. Brick House Corners Book Sale = the sale was successful.

c. Fire Safe: We are asking Jessica to see if she can find a used safe.

d. Review of outdoor maintenance: Angela is seeking a 3rd estimate for this work.

The Board vote (by email) for rechartering changes will be amended back to this meeting.

11. *New Business:* The Board has been advised that a Library the size of Corfu's does not need a full audit every 3 years. In light of this, the Library's Charter will be changed to read that there will be an annual financial review.

12. Other Business: None

Next Board Meetings: October 19, 2019

13. *Adjournment:* The meeting adjourned at 7:45 PM with a motion by Margaret; seconded by Katleen and approval by all.

Executive Session: None

Respectfully Submitted,

Angela Knisley, Secretary

ADDENDUM TO SEPTEMBER 16, 2019 BOARD MEETING NOTES:

September 20, 2019 – 'Emergency Meeting' called at 5 PM to discuss quotes for work on Library's plumbing backflow system.

Attendance: Kristi Miller, Angela Knisley, Margaret Stevens, Julie Hengenius Others: Diana Reding,
Library Director

The Board reviewed the 3 estimates that were submitted for plumbing work needed on the Library's
backflow device in order for it to meet compliance standards.

Motion: To hire Greg Post General Services, Inc. to update the Library's backflow device at a cost of
\$2547.00. The motion was made by Margaret and seconded by Angela. It carried with all in favor.

Respectfully Submitted,

Angela Knisley, Secretary

