

## **CPL Monthly Board of Trustees Meeting**

Wednesday, July 16<sup>th</sup> at 6:30 pm

Present: Jason, Michael H., Katherine, Stephanie, Patrick, Michael D.

Also present: Diana Reding

### **Agenda**

1. Call to Order – 6:30 pm
2. Adoption of Agenda  
Michael H. made the motion, Patrick seconded the motion, motion carried in favor with the addition of Review of Library Hours under New Business.
3. Swearing in of new trustees and library director (Michael Hobbs, Michael Doktor, and Diana Reding). Patrick Weissend (Notary Public) administered the oath of office. Conflict of interest statements were signed by all members of the board and library director.
4. Approval of prior meeting minutes from the Wednesday, June 18<sup>th</sup> meeting  
Patrick made the motion, Stephanie seconded the motion, motion carried in favor.
5. Period of public expression – none
6. Correspondence – none
7. Treasurer/Finance Officer's Report
  - a. Monthly Report – Michael H. made the motion to approve the monthly treasurer's reports, Stephanie seconded it and the motion passed in favor.
  - b. Approval of Bills – Stephanie made the motion to approve the payment of the monthly bills, Katherine seconded it and the motion passed in favor.
8. Director's Report – available under separate cover
9. Committee Reports
  - a. Finance (Patrick, Michael H.) – financial review pending
  - b. Personnel (Jessica, Stephanie) – posting for maintenance position before the new fiscal year to include a general application for position.
  - c. Buildings & Grounds (Katie, Michael P.) – discussion of possible easement
  - d. Policy (Michael P., Katie, and Stephanie)
  - e. Community Outreach (Katie, Jessica, and Michael P.)
10. Unfinished Business
11. New Business
  - a. Election of officers: A motion to elect the following slate of officers for a one year term.  
Motion made by Mike H. and seconded by Katherine.  
President – Jason Long

Vice President – Stephanie Caleb

Finance Officer – Patrick Weissend

Secretary – Michael Plitt

- b. Bank Signers (President, Vice President, Finance Officer, and Treasurer- same as previous year)
  - c. Appointment of standing committees:
    - Finance (Patrick, Michael H.)
    - Personnel (Stephanie, Mike H.)
    - Buildings & Grounds (Michael P. & Patrick)
    - Policy (Michael P., Katherine, and Stephanie)
    - Community Outreach (Katherine, Michael D., and Michael P.)
  - d. Key review (President)
  - e. Review of library hours (maintain current 35 hour schedule)
  - f. Contract for treasurer (maintain monthly fee)
12. Adjournment at 8:23 pm – Patrick motioned to adjourn the meeting, Katherine seconded it and the motion passed in favor.

*Diane Leep*