

Hodgkins Library Meeting Regular Meeting Minutes July 16, 2018

The meeting was called to order at 7:01 PM by Lisa Carson.

Present: Sharon Wells, Joe Young, Rose Marie Lopez, Stephaine DaSilva, Lisa Carson
Also Present: Victoria Tracy, Director, Elizabeth Attard, Louis F. Cainkar Ltd., Joe Lightcap , Baker Tilly.

Absent: Sue Cappa

Motion to approve minutes June 19, 2018 Regular Board Meeting. Motioned by: Mrs. DaSilva, Seconded by Mrs. Wells. Voting Ayes Mrs. Wells, Mrs. Lopez, Mr. Young, Mrs. DaSilva, Mrs. Carson.

Public comments

None

Financial Report

Motion to approve the financial report presented by Joe Lightfoot from Baker, Tilly, Virchow Krause as presented. Motioned by: Mrs. Carson, Seconded by Mr. Young. Voting Ayes Mrs. Wells, Mrs. Lopez, Mr. Young, Mrs. DaSilva, Mrs. Carson.

Attorney's Report

None

President's Report

None

Director's Report

The Circulation Statics for the month of June: 13 users added, 2132 check outs, 2673 check ins, 955 ILL sent, 275 ILL received. Southwest Town, which service our HVAC unit was in on July 11th and discovered one of the two compressors failed on the main HVAC unit. The serviceman believes it might be leaking and will not be able to verify that until the weather cools, as the unit will have to be turned off for a length of time. The Stucco repair has been scheduled for late August. The Circulation Assistant job will not be posted because Director Tracy believes the library can be managed by re-arranging the part-time staff hours.

Discussion

Trustees reviewed Chapter 9 of the Trustee Facts File for the Per Capita Grant 2019.

Old Business

None

New Business

Motion to approve Preliminary FY19 budget. Motioned by: Mrs. Carson, Seconded by: Mr. Young. Voting Ayes Mrs. Wells, Mrs. Lopez, Mr. Young, Mrs. DaSilva, Mrs. Carson.

Motion to approve to replace staff computers. Motioned by: Mrs. Carson, Seconded by: Mr. Young. Voting Ayes Mrs. Wells, Mrs. Lopez, Mr. Young, Mrs. DaSilva, Mrs. Carson.

Motion to approve of anti-virus software in the amount of \$390.00. Motioned by: Mr. Young, Seconded by: Mrs. Wells. Voting Ayes Mrs. Wells, Mrs. Lopez, Mr. Young, Mrs. DaSilva, Mrs. Carson.

Motion to approve renewal of Eventkeeper in the amount of \$650.00. Motioned by: Mrs. Carson, Seconded by: Mr. Young. Voting Ayes Mrs. Wells, Mrs. Lopez, Mr. Young, Mrs. DaSilva, Mrs. Carson.

Motion to approve adding Trustee Sharon Wells as a additional signer at Countryside Bank. Motioned by: Mrs. Carson, Seconded by: Mrs. DaSilva. Voting Ayes Mrs. Wells, Mrs. Lopez, Mr. Young, Mrs. DaSilva, Mrs. Carson.

Motion to approve termination of AT&T for internet service. Motioned by: Mr. Young, Seconded by: Mrs. Wells. Voting Ayes Mrs. Wells, Mrs. Lopez, Mr. Young, Mrs. DaSilva, Mrs. Carson.

Motion to adjourn at 7:31 p.m. Motioned by Lisa Carson, Seconded by Stephanie DaSilva. Voting Ayes: Mrs. Wells, Mrs. Lopez, Mr. Young, Mrs. DaSilva, Mrs. Carson.

Next Regular Meeting, Monday, August 17, 2018

Respectfully Submitted by:

Rose Marie Lopez

Rose Marie Lopez, Secretary