

# **Hodgkins Library Meeting Regular Meeting Minutes September 19, 2016**

## **Call to order**

The meeting was called to order at 7:00 PM by Lisa Carson.

## **Roll Call**

Present: Joe Young, Holly Klotz, Susan Cappa, Stephanie DaSilva, Lisa Carson, Rose Marie Lopez

Absent: Sharon Wells

Also Present: Alicia Jackson, Interim Director, Joe Lightcap, BakerTilly, Michael Cainkar, Louis F. Cainkar Ltd.

## **Approval of Minutes**

Motion to approve minutes for August 15, 2016 Regular Board Meeting.

Motioned by: Mrs. Stephanie DaSilva    Seconded by: Mrs. Holly Klotz

Ayes: Mr. Joe Young, Mrs. Holly Klotz, Mrs. Susan Cappa, Mrs. Stephaine DaSilva, Mrs. Rose Marie Lopez

Nays: None

## **Public Comments**

None.

## **Financial Report**

Motion to approve the financial report for August 2016 presented by Joe Lightcap from Baker Tilly Virchow Krause.

Motioned by: Mrs. Stephanie DaSilva    Seconded by: Mr. Holly Klotz

Ayes: Mr. Joe Young, Mrs. Holly Klotz, Mrs. Susan Cappa, Mrs. Stephaine DaSilva, Mrs. Rose Marie Lopez

Nays: None

## **Attorneys Report**

Nothing to report.

## **President's Comments**

Nothing to report.

## **Interim Director's Report**

- Circulation Statics for the month of September: 19 user added, 2387 check outs, 2328 check ins, 749 ILL sent, 304 ILL received.
- The fall newsletter has been completed and mailed prior to the beginning of this month.

- The library had received the Erating funding and will apply it to the internet speed and stability cost of improvements. The amount of the grant was \$3492.
- Carpets were cleaned on September 3<sup>rd</sup>.
- Carrie successfully passed her ServSafe Food Protection Manager Certification Examination which is good until 8/11/2021.

## **Personnel Committee Report**

The committee is looked over a total of seven applications total. Two applicants had already taken positions elsewhere. The committee has narrowed it down to three and will conduct interviews on Thursday, September 22, 2016 in closed session.

## **Old Business**

Motion to approve Fortune Restoration to prep and repaint entire building in the amount of \$9890.00.

Motioned by: Mrs. Stephanie DaSilva    Seconded by: Mrs. Susan Cappa

Ayes: Mr. Joe Young, Mrs. Holly Klotz, Mrs. Susan Cappa, Mrs. Stephaine DaSilva, Mrs. Rose Marie Lopez

Nays: None

Motion to approve purchase of outdoor bench proposal in the amount of \$1470.00

Motioned by: Mrs. Lisa Carson    Seconded by: Mrs. Stephanie DaSilva

Ayes: Mr. Joe Young, Mrs. Holly Klotz, Mrs. Susan Cappa, Mrs. Stephaine DaSilva, Mrs. Rose Marie Lopez

Nays: None

## **New Business**

Distribution of April 4, 2017 Consolidated Election calendar was distributed.

Motion to adjourn at 7:23 p.m.

Motioned by: Mrs. Lisa Carson    Seconded by: Mrs. Stephanie DaSilva

Ayes: Mrs. Klotz, Mrs. DaSilva, Mrs. Carson, Mr. Young, Mrs. Lopez

Nays: None

Next Regular Meeting, Monday, October 17, 2016

Respectfully Submitted by:

Rose Marie Lopez, Secretary