

## Millbrook Library Board of Trustees

February 19, 2020, 7:40 – 8:03 pm

**Present:** Jodi Fernandes, presiding, Mark Vila, treasurer, Kari Capowski, secretary. Trustees: Sarah Gonzalez, Michael Sloan, Elizabeth Vila, Cacilia Wyman, Nicky Schermann, Kay Bishop

**Absent:** Matthew Calkins, Thomas Finnigan, Interim Director

1. Meeting was called to order at 7:40 pm with a quorum present.
2. Approval of January meeting minutes.
3. No public or employee visitors were present.
4. President's Report

Jodi made the following resolutions for both retiring trustees, Jonathan Thorne and Kerry Weller

### **Resolution for Kerry Weller**

The Trustees of the Millbrook Library recognize and appreciate the hard work and dedication that Kerry Weller has provided the library over her nine years as a trustee and in her role as president. Her guidance and leadership have benefitted the library, its staff and patrons. We wish her well in her future endeavors.

### **Resolution for Jonathan Thorne**

The Trustees of the Millbrook Library recognize and appreciate Jonathan Thorne's commitment and support during his years as a trustee. The library has benefitted from his counsel and service. We wish him well in his future endeavors.

Jodi welcomed new trustees Kay and Nicki.

In recognition of Joan Frenzel: Jodi reported that she will be looking for a plaque.

Meeting date discussion- We will be changing our meetings to the third Tuesday of the month going forward and it will be announced on our website.

Discussion about the teen report. Cacilia suggested some changes to the report.

5. There were no library leadership reports given.
6. There was no correspondence or communications.
7. Financial Reports

#### ***Treasurer's Report***

- Financials looked good.
- Mark reported we still need to go over January
- Two items need amending- extra payment for insurance (liabilities) and the interest from our restricted charitable trust.
- Novembers and December reports were corrected

- Jodi made a motion to approve September and October. Cacilia seconded and it was unanimously approved.
- We will review bills next month.
- Meredith and Elliott will attend next month's board meeting to report on the trust.

8. Committee Reports

(a) ***Building and Grounds***

Nothing to report

(b) ***Development/Fundraising/Friends*** Cacilia reported that the Friends are continuing to look into renovating/updating/improving the library entryway. Nothing to report from Fundraising

(c) ***Long-Range Planning*** No report at this time.

(d) ***Nominating*** No report at this time.

(e) ***Personnel***

Jodi reported that this is a critical time for the library with the search for a new executive director. Personnel is looking for a few trustees to help with the process. Nicki has offered her assistance.

(f) ***Policy*** No report at this time.

9. New Business: No new business at this time.

10. . Unfinished Business: No unfinished business was discussed.

11. A motion was made to enter into Executive Session at 7:55 pm to discuss a personnel matter; Sarah moved, Kari seconded, all voted in favor.

Elizabeth moved, Mark seconded motion to exit Executive Session at 8:03 pm; unanimously approved.

There being no further business to discuss, Cacilia made a motion to adjourn and Michael seconded. All voted in favor and the meeting was adjourned at 8:03 pm.

Respectfully submitted,

Kari Capowski  
Board Secretary

Upcoming Meeting  
March 17<sup>th</sup> 7pm