

**Huntington Public Library
Board of Trustees
Minutes of December 19, 2016
draft**

Present: Paula Kelley, Alan Homans, Harvey Schugar, Lorrie Richland, Heidi Racht
Others: Stacey Symanowicz

The minutes were approved as presented.

Budget: Heidi made the motion that the budget amounts prepared by the Trustees stand, with the understanding that **up to \$5238** will be used from the Library CSA to cover any expenses above the budgeted amount in exchange for a 3.2% increase in 2017-2018. This is a one-time contribution of funds. Harvey seconded. The motion passed.

Interim Director's Report:

- Home cards will be redesigned and will be ordered. We will continue to use paper cards. Heidi will work with Stacey on the design.
- The Winooski Press invoice will be paid through the Purchased Services line item.
- It has been recommended that one of the furnaces be replaced within the next three years.
- Bookmarks - Heidi will check on prices to have bookmarks printed.

Annual Appeal: Thank you notes and envelopes need to be designed and purchased for the next annual appeal.

New Lock System: The system has been installed. Thank you to Harvey Schugar for doing this. The Trustees were trained in the system.

No executive session was held.

The next meeting will be January 17, at 6:30 at the Library.