

Huntington Public Library  
Board of Trustees  
Minutes of June 23, 2015

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DATE *Nov. 16, 2015*



**Present:** Harvey Schugar, Lorrie Richland, Heidi Racht, Paula Kelley, Liz Greenberg  
**Others:** Anne Dannenberg

Paula moved that the minutes of May 26, 2015, be approved. The motion was seconded. The minutes were approved as read.

**Actions:**

- **It was decided not to order the adjustable height tables for children's activities, per request of the Assistant Director.**
- **Repairs made to the north side window sills and flower boxes will be paid through the UMH account.**
- **A timer will be purchased for use in recharging the lawn mower batteries.**
- **Money was approved from the UMH budget for a book shelf to display the donor book and over-sized books.**

**Director's Notes**

- The director's notes mentioned that Micheala Stickney had offered to donate funds to help with the end of summer 'prize' for children completing the summer reading program. **Liz Greenberg will write a thank you note.**

**Old Business:**

- Harvey has a plan for the protective case for the donor book. Dave Cozzens has submitted a plan for a book shelf to display the donor book with space for over-sized books. Paula moved to approved funds for a cherry book shelf to display the donor book be approved. Liz seconded. The motion passed.
- The Director informed the Board that the adjustable height tables for children's activities were not needed. It was decided not the purchase these.
- Heidi made the motion that the Board authorize the repairs to the window sills and flower boxes on the north side of the Library, and that the funds should be paid through the UMH budget. Liz seconded the motion. The motion passed.

**Review of End-of-Year Budget:**

- **Paula will notify the Town Treasurer that the cost of the repair of the windows and flower boxes will be taken from the UMH budget.**
- **The Board will ask the person cleaning the Library to submit a bill quarterly.**

**Procedure for the Acceptance of Gifts:**

- The Board discussed the idea of creating a specific procedure when accepting gifts to the Library. **Heidi will draft a proposed procedure.** This will be reviewed at the next meeting.

**Chicken Barbecue:**

- The annual chicken barbecue was discussed. The board decided not to hold a barbecue this year. A notice will be put in the Times Ink regarding this decision.

Heidi moved that the Board go into Executive Session. Liz seconded. The Board went into Executive Session at 5:30.

The Board came out of Executive Session at 6:10.

Heidi moved that memo be written to the Town Treasurer, authorizing the salaries for the Director and Assistant Director for FY 2015-2016, with a 1.7% increase over the last fiscal year. Harvey seconded. The motion passed. **Paula will write the memo.**

A draft of the yearly evaluation of the Library Director will be written by Heidi and circulated to all Board members for input, as discussed in session.

No date was set for the next meeting.