



Huntington Public Library
Board of Trustees
Minutes of May 26, 2015

RECEIVED *[Signature]*
DATE *June 30, 2016*

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

The meeting was called to order at 7:10

Heidi moved that the minutes be accepted as read. Paula seconded. The minutes were approved.

Actions:

- **The repairs of the sconces will be paid through the UMH account.**
- **A new key box will be ordered for the parking lot door.**
- **Two new adjustable height tables will be purchased for the use of the children during the story hour and activity time.**
- **The Board will purchase a new bulb for the projector.**

Director's Notes:

- **Overages from the budget:** Anne reported that the overage from the budget was due to the repairs done to the wall sconces. Heidi moved that the repairs be paid from the UMH account. Liz seconded. The motion passed.
- **Order of payment of overages:** Overages will be paid in this order: Books, Postage, Friends' Account.
- **Programs:** The Board enthusiastically endorsed the scheduling of Taiko drumming program for the fall, 2015.
- **Book racks:** Heidi moved that we accept Dave Cozzens' estimate of work for the building of the new book racks and the cabinet for the office, contingent upon confirmation that the Friends' account does not include the Ben and Jerry's donation. Paula seconded. The motion passed.
- **Lawn mower:** There was a discussion as to whether a new battery should be purchased for the mower. **Harvey Schugar will look into the costs of repair and/or replacement.**
- **Laptop and projector:** Presenters should bring their own laptops. All laptops would normally be compatible with the projector. The Board discussed purchasing extra bulbs for the projector so that we would be prepared. Heidi moved that the Board purchase a new bulb. Paula seconded. The motion passed. **Liz will ask Eric for a recommendation on the bulb to purchase.**
- **Barbecue:** **Heidi will contact the Town Hall Committee to find out what plans they have made for the weekend after Labor Day.**

Continuing Business:

- **Gifts:** The Board discussed what procedure to follow when accepting and using gifts of goods or money beyond the annual appeal or Adopt and Author. The Board agreed that the President would be the person who would communicate with donors. The Board will create a list of suggestions so that those wishing to donate can see what is needed. **Liz will research what policies or procedures other libraries use in accepting large donations.**
- **Remainder of funds available from the UMH budget:** The Board discussed repairing the window boxes. **Harvey will research possible solutions.**
- **Adjustable tables:** Heidi moved that the Board purchase Demco adjustable height tables for use by the children for activities. Harvey seconded. The motion passed.
- **Firearms policy:** **Heidi will write a draft of a new policy regarding firearms on UMH property.** The Board will discuss this in June.
- Discussion on Anne's evaluation was tabled until June.

The meeting was adjourned at 8:55.

Next meeting will be June 23, 2015, at 4:30 pm at the Library.
Submitted, Lorrie Richland