

Middletown Public Library

Board of Trustees Meeting

Tuesday, 19 June 2008

Middletown Public Library, 700 West Main Road

Minutes

Board Members:

Present:, Peter Van Steeden, Holly Levine, Virgel Blaschke, Joyce Morgenthaler, John Grisham,

Mary Ulrich-Budlong

Absent: Steve Arendt

Quorum? Yes

Others Present: Jim Knowlton -Library Director

Proceedings:

. Meeting called to order at 6:04 pm by Chair, Holly Levine

. Motion to approve 20 May minutes as amended

Motion: Ulrich-Budlong, Second: Blaschke, Unanimously Approved

Executive Session:

Open Call by Chair Announcing Executive Session Pursuant to RIGL 42-46-2, 42-46-4, 42-46-5(a)(1) (personnel matters), 42-46-5(a)(2) (collective bargaining and/or litigation)

Executive session, door closed, session called to order at 6:06 pm, Executive session adjourned at 7:06 pm, doors opened, returned to open meeting.

Note: J. Knowlton asked if he would like to hold executive session in public session and received written notice. He declined open session.

Motion to enter Executive Session 6:06 pm

Motion: Ulrich-Budlong, Second: Morgenthaler, Unanimously Approved

Return from Executive Session 7:06 pm Break until 7:15 pm

Motion to seal minutes

Motion: Grisham, Second: Ulrich-Budlong Unanimously Approved

Correspondence:

None

Director's progress and financial reports on the library:

. Director's report

-Written report submitted by Jim Knowlton orally reviewed information.

Director to encumber extra funds left in budget to cover website rebuilding and cover Atty Kinder's fees.

. Financial report

- none submitted due to town hall budget process
- Motion to accept Directors report as submitted.

Motion: Grisham, Second: Ulrich-Budlong, Unanimously Approved

Committee Reports:

. Budget Committee

- none

. Children's Room Improvement Committee

- Ulrich-Budlong reported
- did not meet

. Director's Evaluation Committee

- John Grisham reported
- Self Eval back from Director
- Reviewing Customer Survey
- Next meeting not yet announced

. Capital Improvement Committee

- Holly Levine Reported

Bids for duct cleaning and outside library repair and update work were reviewed and awarded:

Duct cleaning- Motion to accept bid from Professional Duct Cleaning

Motion: Van Steeden, Second: Grisham, Unanimously Approved

Outside work- Motion to accept bid from CE Mat

Motion: Blaschke, Second: Ulrich-Budlong, Unanimously Approved

. Friends of MPL

- Joyce Morgenthaler reported**
- Bookstore doing well, many volunteers**

. IT Committee

- Virgel Blaschke reported**
- No quorum for meeting**

. Policy Review Committee

- Is a standing committee**

. Programs/Outreach Committee

- Discussed food for fines**

Unfinished Business:

- none**

New Business:

- none**

Public Presentation:

- none**

Announcements:

. Next board meeting will be 15 JUL 6:00 pm

. Motion to adjourn

**Motion: Ulrich-Budlong, Second: Mogenthaler Unanimously
Approved**

Meeting adjourned at 7:52 pm

Minutes submitted by Secretary, Peter Van Steeden