

**Middletown Public Library**

**Board of Trustees Meeting**

**Tuesday, April 21, 2009**

**Middletown Public Library, 700 West Main Road**

**Board Members:**

**Present: Holly Levine, Mary Ulrich Budlong, John Grisham, Joyce Morganthaler,**

**Steve Arendt, Virgel Blaschke and Frank Boyzan**

**Quorum? Yes**

**Others Present: Heather Huggins and Sue Connor**

**Proceedings:**

**. Meeting called to order at 6:15 pm by Chair, Holly Levine**

**Correspondence:**

**-none**

**Director's progress and financial reports on the library:**

**. Director's report**

**-no report**

**Committee reports:**

**. Budget Committee**

**-waiting on date for workshop with town**

**. Children's room improvement committee**

**.no report**

**. Capital Improvement Committee**

**-no report**

**. Director's Evaluation Committee**

**- no report**

**. Friends of MPL**

**- Virgel Blaschke reported Bookstore is doing great.**

**-IT Committee**

**- no report**

**. Contract Negotiation Committee**

**- no report**

**. Program/Outreach Committee**

**-waiting to hear from union representative for meeting date.**

**. Policy Committee**

**- no report**

## **Unfinished Business**

**- none**

## **New Business**

**.The boards of director's have taken over the responsibilities of the director until there is a new one in place. They are as follows:**

**Personnel; Joyce Morganthaler is troubleshooting any problems employees may have and sending them to the appropriate board member.**

**Trash and Landscaping; Paul Lamond is making sure all trash and recycling is being done and taking care of the plants and exterior fauna.**

**CIP; Virgel has gotten three quoted for the lighting in the Children's room. Shamrock electric has been selected to do the work and starts Monday April 27.**

**IT; Steve Arendt will be working with Holly and Sue to put together all paperwork needed to apply for the Champlin grant. Website needs updating Steve will call the host to get this straightened out.**

**Director's Search; John Grisham has posted this on all appropriate websites and will review all applications and bring forward to the board.**

**Scheduling; Mary Ulrich Budlong has taken on the task of employee scheduling and is working on them with the great help of Ann Marie chase.**

**Physical building; Holly has been very busy getting this on track, these are some of the projects in the works**

**a) Heating system is inefficient so Holly asked Steve and Paul to help her with getting quotes to fix the problem.**

**b) Electric needs updating we are putting that on back burner until lighting in Children's room is completed.**

**c) Horner Door has been contacted to adjust the front door.**

**d) Director's office has been cleaned and Holly is in the process of scanning all appropriate documents in order to streamline paperwork.**

**Public Forum:**

**-none.**

**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) (litigation) for the purpose of discussing personnel matters and correspondence received. All parties received written notification and no requests to have an open session have been received. The executive session held in closed session.**

**Executive session, door closed, session called to order at 7:37 pm – Executive session adjourned at 8:55 pm, doors opened, returned to open meeting.**

**Motion to seal tonight's executive session. Unanimously approved.**

**Announcements:**

**Meeting adjourned at 8:55 pm.**

**Minutes submitted by acting Secretary, Mary Ulrich Budlong**