

Spring Lake District Library Board Minutes
October 19, 2018

Present: Joan Boand, Tom Cousineau, Mary Eagin, Jane King, Margaret Shay, Peter Sherwood.

Absent: Steve Nauta.

Also present: Claire Sheridan, Library Director.

The meeting was called to order at 10am by Mary Eagin.

Motion by Joan Boand, support by Jane King, to approve the agenda with the addition of 7d Search Committee Report, 7e Tax Capture Policy and 8d Bibliotheca maintenance quote. The motion was approved.

There was no public comment.

Motion by Jane King, support by Joan Boand, to approve the minutes of the September 17, 2018 regular meeting, and to accept the minutes from the Finance Committee meeting of October 10, 2018. The motion was approved.

Peter Sherwood presented the financial report. Motion by Tom Cousineau, support by Joan Boand, to accept the financial report and approve the payment of bills. The motion was approved.

Motion by Peter Sherwood, support by Joan Boand, to accept the HighPoint Electric insurance coverage which is different from the contract specifics. The motion was approved.

Motion by Tom Cousineau, support by Jane King, to add "Part time employees working 20 or more hours per week shall be eligible for pro-rated vacation benefits based on actual hours worked in the previous year" to the vacation policy. The motion was approved.

The Search Committee reported that the advertisement for a new library director has been posted.

Motion by Jane King, support by Tom Cousineau, to adopt the Tax Capture Policy as presented. The motion was approved unanimously.

Motion by Peter Sherwood, support by Joan Boand, to approve the budget amendment moving \$5000 from Salaries to Capital Outlay. The motion was approved.

Motion by Margaret Shay, support by Tom Cousineau, to approve Fine Amnesty Week as presented. The motion was approved.

Motion by Margaret Shay, support by Jane King, to approve closing the library from noon to 3pm on December 20 for a staff holiday party. The motion was approved.

Motion by Joan Boand, support from Tom Cousineau, to approve the Bibliotheca quote as presented. The motion was approved.

Motion by Joan Boand, support by Jane King, to adjourn the meeting at 11:10am. The motion was approved.

Respectfully submitted,

Margaret Shay
Secretary