

Regular Board Meeting

August 15, 2018

The meeting was called to order at 7:00 pm by President Theresa Germano followed by the pledge to the flag. Library Trustees Gail Lynch-Bailey, Victor Massian Jr., Lauren O'Connell, Gretchen Cotton Rodney, Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, Principal Account Clerk Linda Guteres, and Secretary to the Board Mara Sigalas were present.

Approval of Agenda

Theresa Germano made a motion to approve the agenda. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

1000 BOOKS BEFORE KINDERGARTEN CERTIFICATE PRESENTATION

None present.

Approval of Minutes from July 18, 2018 Regular Board Meeting

Gail Lynch-Bailey made a motion to approve the minutes of the July 18, 2018 Regular Board Meeting. Seconded by Victor Massian Jr. Motion approved unanimously.

Period of Public Expression

None

Treasurer's Report

Lauren O'Connell made a motion to approve the Treasurer's Report dated July 31, 2018 with an opening balance of \$3,265,470.91 and a closing balance of \$3,445,079.31. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Approval of Warrants

Lauren O'Connell made a motion to approve L Warrant #3 in the amount of \$50,368.04. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #4 in the amount of \$303,310.97. Seconded by Victor Massian Jr. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Credit Warrant #5 in the amount of \$1,083.98. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #6 in the amount of \$265,576.11. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

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Lauren O'Connell made a motion to approve L Warrant #7 in the amount of \$254,534.73. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Lauren O'Connell made a motion to approve T&A Amended Warrant #1 in the amount of \$90,023.80. Seconded by Victor Massian Jr. Motion approved unanimously.

Lauren O'Connell made a motion to approve T&A Warrant #2 in the amount of \$156,810.37. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve T&A Warrant #3 in the amount of \$28.71. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Lauren O'Connell made a motion to approve T&A Warrant #4 in the amount of \$116,766.09. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Building Fund

Lauren O'Connell made a motion to approve Building Fund H Warrant #2 in the amount of \$10,479.59. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Correspondence and Unfinished Business

None

New Business

Gretchen Cotton Rodney made a motion to approve the purchase of the Freenotes Flowers Collection from Freenotes Harmony Park, Carrollton, GA in the amount of \$3,148.95. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve the fixed asset limit to be increased from \$200 to \$500. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve the addition of Policy 400-25 Employee Dress, revision of Policy 600-25 Meeting Room Use, and deletion of Policies 600-25a Request for Meeting Use Form and 600-30 Room Use Indemnification Form. Seconded by Victor Massian Jr. Motion approved unanimously.

General Discussion

None

Executive Session Motion

Victor Massian Jr. made a motion to move into executive session at 8:40 pm to discuss medical, financial, credit and employment histories of individual employees. Seconded by Gretchen Cotton Rodney. Motion approved unanimously. Gail Lynch-Bailey made a motion to move out of executive session at 9:18 pm. Seconded by Victor Massian Jr. Motion approved unanimously.

Personnel Report

Lauren O'Connell made a motion to accept the Personnel Report dated August 15, 2018 as presented. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Motion to Adjourn

Victor Massian Jr. made a motion to adjourn the meeting at 9:19 pm. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Secretary to the Board

Secretary of the Board