



**Charleston Library Board Minutes
Monday, November 2nd, 2015 – 6:30 pm**

1. Call to Order

2. Physically Present for Roll call

Banks Cunningham Droste Higgins Lanham Monahan Renaud Ricci Wiseman
Also physically present were Comptroller Kuykendall & Director Hamilton

3. Public Comment

none

4. Board President’s Comments

none

5. Omnibus Agenda

- A. Approval of the October 5th, 2015 Board Meeting Minutes
- B. Acceptance of the Director’s Monthly Report
- C. Acceptance of the Director’s Weekly Reports
- D. Acceptance of the Grant & Donation Report
- E. Acceptance of the Program Report
- F. Acceptance of the Statistics Report
- G. Acceptance of the IT Report
- H. Acceptance of Financial Reports- Heather
- I. Approval of the bills payable

Jeanne, picked up bilingual grant check and will start ordering
Heather, assets are over last year, liabilities are under last year, we have more cash on made than last year as well. Audit may be done next week.

Motion to approve: Wiseman Seconded: Monahan

Banks Cunningham Droste Higgins Lanham Monahan Renaud Ricci Wiseman

6. Action Items

- A. Action Item 2015-15: Approve 2016 Library Holidays & Staff Day Closure
Motion to approve: Ricci Seconded: Renaud
Yeas 8 Nays0

- B. Action Item 2015-16: Approve 2016 Library Board Meetings
Motion to approve: Wiseman Seconded: Lanham
Yeas 8 Nays0

- C. Action Item 2015-17: Approve special use of funds
It was moved to award \$50 (net of withholdings) to Full Time staff, \$25 (net of withholdings) to Part Time staff, and \$300 (net of withholding) to the Library Director as a Holiday Bonus

Motion to approve: Lanham Seconded: Banks

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7. Discussion Items

- A. Trustee Academy A new online learning system available to all board members

- B. Building Committee Report Sending projector in for repair, if it can't be fixed we are looking at 2 large screen TV's for \$2000 each, instead of anew projector. Committee worked to troubleshoot the audio issues.
- C. Library Fundraiser More planning to take place next meeting, Mary is working on the liquor license for the event. The sponsor letter was reworked and sponsorships are being soliticted now.
- D. Annual Campaign Letter Board members present wrote notes on letters of people they know
- E. Next Board Meeting Monday, December 7th, 2015 at 6:30pm
- F. Other?

8. Adjournment 7:01pm