

BOARD OF TRUSTEES ORGANIZATIONAL MEETING
Minutes
March 22, 2016 at 6:15 PM - 3rd Floor Conference Room
Rockingham Free Public Library, Westminster St. Bellows Falls

Trustees Present: Celine Houlne, L. Ray Massucco, John Bohannon, Doreen Aldrich, Leslie Lassetter, Carol Blackwood, Gary Fox, Heidi Lauricella, Martha Rowley

Trustees Absent: Ellen Taetzsch,

Guest: Steve Ankuda, RFPL Attorney attending for Executive Session

1. Call to Order - 6:18 pm
2. Agenda review – eliminated employee evaluation from executive session
3. Public Comment - none
4. Executive Session –
Heidi moved to find that premature general public knowledge of the attorney’s advice concerning a pending legal action involving the RFPL Board will clearly place the board at a substantial disadvantage by disclosing its legal strategy. John seconds. Motion carries unanimously.
John moved that the board enter into executive session to discuss a civil action where premature general public knowledge would clearly place the RFPL at a substantial disadvantage, and that the director and our attorney be invited to attend. Doreen seconds. Motion carries unanimously.
5. Approval of minutes - 2 meetings:
Leslie moved to approve the meeting minutes of February 23, 2016. Carol Seconds. Motion carries, 2 abstentions, 6 yes. Martha moved to approve the minutes of March 8, 2016 with the correction of the spelling of Leslie’s first name. Ray seconds, motion carries unanimously.
6. Directors Report: Celina reviewed highlights

Annual Book sale April 9 – Friends of the Library can preview the day before on Friday April 8

Recommended board members

Financials: Questions on interest, fees (fines and non-resident), printing - .10 per page, and custodial services

Annual Town Officers Education Conference: hour long sessions on

- Records,
- Value of town,
- Open meeting law,
- Challenging behavior

Library pays the fee, if any Trustees can go with Celina (and Leslie)

or

The fifth week of May at the Joint Board meetings of Rockingham and Bellows Falls, Ray will be presenting a training on – public meeting law, e-mails, notice requirements, and executive session

7. Committees – up to 5 trustees as members on a committee, more is a quorum so would constitute a meeting of the board; the committee meetings must be warned, must have minutes, must have a chair and a secretary and they cannot be the same person – we discussed each

committee's make-up and who would convene the first meeting of the committees with the new board members.

8. Other Business –

- A) Bank Accounts authorization - resolution – Leslie read into minutes (Celina will e-mail me the list). Leslie moves and John seconds that the Rockingham Free Public Library Board of Trustees approve the following people to be signers, or have information only access, for Library bank and investment accounts as follows:

TD Bank Petty Cash Checking: Director Celina Houlne, Reference Librarian Nancy Tusinski, Board Treasurer Martha Rowley, and bookkeeper Mary Van Hartesveldt to have information only access to the account,

And,

AXA Annuity (Peoples Securities): Director Celina Houlne, Board Treasurer Martha Rowley, and bookkeeper Mary Van Hartesveldt to have information only access to the account,

And,

SecureFore 5 Annuity (Forethought Life Ins. Co./Peoples Securities): Director Celina Houlne, Board Treasurer Martha Rowley, and bookkeeper Mary Van Hartesveldt to have information only access to the account,

And,

Peoples Securities (money market account): Director Celina Houlne, Board Treasurer Martha Rowley, and bookkeeper Mary Van Hartesveldt to have information only access to the account,

And,

River Valley Credit Union (money market & business accounts): Director Celina Houlne, Board Treasurer Martha Rowley, and bookkeeper Mary Van Hartesveldt to have information only access to the account,

Motion carries unanimously

- B) Director's evaluation – John – moves – henceforth regular monthly Board meetings serve to assure full and effective communication between the Board and the Director, and monthly Personnel Committee meetings will no longer be held for this purpose. Ray seconds ... motion carries - unanimous

9. Review and Approve Warrants - Done

10. Next meeting – roof work updates, committee report outs,

11. April 26th at 6:15

12. Adjourn to next meeting motion by Leslie, seconded by John, carries unanimously at 7:30 pm

Respectfully Submitted,
Gary Fox, Secretary