

**Voluntown Public Library Board of Trustees
Regular Meeting, October 9, 2014
Voluntown Public Library, 6:30 PM**

Regular Meeting

A Regular Meeting of the Voluntown Public Library Board of Trustees was called to order on Thursday, October 9, 2014 at the Voluntown Public Library with Vice Chair Sandra Pellinen, filling in as Chair. The meeting was called to order at 6:30 PM.

Trustees Present

Sandra Pellinen, Martha Wittwer, Tracey Hanson, and Rachel Ricard. Erika Jones and Gloria Matthews were absent.

Library Staff Present

Cathy Rubin, Library Director

**Town Officials/
Invited Guests**

First Selectman, Bob Sirpenski

Citizens Present

None

Approval of the Agenda

A Motion was made (Ricard, Wittwer) to move 'Financial Management' to head of the agenda. Unanimously approved.

Approval of the Minutes

A Motion was made (Wittwer, Ricard) to approve the minutes of last meeting with the addition of 'Rachel will attend the BOS meeting' under 'Special Meeting'. Approved. Abstained; Hanson

Citizens Comments

None

Reports

Treasurer's Report

Was submitted by Ms. Wittwer.

Librarian's Report

Submitted by Ms. Rubin.

Committee Reports

Policy Committee

None (the October 1st meeting was cancelled)

Old Business

Financial Management

In lieu of being on the agenda at the last Board of Selectmen's meeting, First Selectman Bob Sirpenski requested to be on the agenda for tonight's meeting. Mr. Sirpenski spoke to the Trustees about the library's finances. The auditor can not come on Thursdays, but is willing to come at a different time. Pending the conversation with the town auditor, the Board will follow the advice given by Mr. Sirpenski.

Genealogy Section

Ms. Rubin said genealogy would be included with the Voluntown History books/area in the addition. For now, a few books pertaining to genealogy would be fine.

Volunteer Recognition

Recognition ideas were discussed, and will be discussed in more detail in February/March. Volunteer Day is in April.

Substitutes (Contracted vs Employee)

Ms. Hanson said she was told by Ms. Grey, who does the town payroll, that the auditor is fine with library employee substitutes being classified as contractors.

Library Website

The signed web designer contract was read to the Board and will be filed in the BOT filing cabinet. Library Rules and Regulations will not be added to the website until approved by the Board. Website should be ready to launch by the end of October.

Approval of ByLaws

A motion was made (Wittwer, Hanson) to approve the ByLaws that were submitted at the September meeting. Voted Unanimously.

New Business

BOT Discussion

Ms.Pellinen and Ms. Hanson reminded the Board that Board business should not be discussed via email, and if in the instance that it is, it **MUST** be discussed at a meeting or it is against the Freedom of Information Act. Also, in accordance with the Freedom of Information Act minutes of the meeting must be posted within 7 days of the meeting, and the Agenda must be posted at least 24 hours before the scheduled meeting.

**Suggestions for
next Agenda**

Financial Management

Adjournment

A Motion (Hanson, Ricard) was made to adjourn at 8:19.

Respectfully Submitted,
Tracey Hanson, Secretary