

**Voluntown Public Library Board of Trustees
Regular Meeting, January 8, 2015
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, January 8, 2015 at the Voluntown Public Library with Erika Jones as the Chair. The meeting was called to order at 6:34PM.

Trustees Present

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

Library Staff Present

Cathy Rubin, Library Director

**Town Officials/
Invited Guests**

None

Citizens Present

None

Approval of the Agenda

A Motion was made (T.Hanson, R. Ricard) to add discussion of new email account. Unanimously approved A motion made (Pellinen, Wittwer) to approve the agenda with that agenda. Unanimously approved.

Approval of the Minutes

A Motion was made (S. Pellinen, R. Ricard) to approve the minutes from the last meeting. Unanimously approved.

Citizens Comments

None

Reports

Treasurer's Report

Was submitted by M. Wittwer. Attached. Change to account chart that was handed out- line 8 \$60 moving to line 7. Typo on line 2- \$78.30 NOT \$778.30.

Librarian's Report

Submitted by C. Rubin. Attached.

Committee Reports

Policy Committee

Did not meet since last BOT meeting, no-report

Old Business**IT Rep**

T. Hanson will look into having the same IT Rep cover the Library and the Town Hall.

Building Maintenance

Chairperson Jones appointed M. Wittwer, C. Rubin and G. Matthews, to the Building Maintenance Committee which will compile a list of possible future maintenance expenses, and a history of the library building's past maintenance. G. Matthews was appointed as Chair of this board.

Vote on Policy Updates

Changes were discussed, and the draft was sent back to the Policy Committee.

New Business**Election of Officers**

An Election of Officers was held.
S.Pellinen was nominated (G. Matthews, R.Ricard) to the position of Chairperson, voted unanimously and accepted.
M.Wittwer was nominated (R.Ricard, S.Pellinen) to the position of Treasurer, voted unanimously and accepted.
T. Hanson was nominated (S.Pellinen, R.Ricard) to the position of Secretary, voted unanimously and accepted.
E. Jones was nominated (T.Hanson, R.Ricard) to the position of Vice Chairperson, voted unanimously and accepted.

Budget Preparation

Chairperson Jones established the Budget Committee which is to meet to put together a BOT budget request to be discussed at the next BOT meeting on February 12th. Members of the committee are M.Wittwer, C.Rubin, S.Pellinen, and T.Hanson. C.Rubins was appointed as Chair.

Email address

The town has assigned the BOTs a town email address. All Trustees will have access to the account.

Suggestions for next Agenda:

- Policy Updates
- IT Rep
- Budget

Adjournment

A Motion was made (T. Hanson, R. Ricard) to adjourn at 8:02. Voted Unanimously.

Respectfully Submitted,
Tracey Hanson, Secretary