

ENGLEWOOD LIBRARY BOARD OF TRUSTEES

March 12, 2018 Meeting Minutes 7:30 PM

Englewood Public Library, 31 Engle Street

Approved April 9, 2018 Board Meeting

Open Public Meeting Act

“The March 12, 2018 Regular Meeting of the Englewood Public Library Board of Trustees is now in session. In accordance with the Open Public Meetings Act, notice of this meeting appears on our Annual Schedule of Meetings. A copy of said Annual Schedule has been posted on the bulletin board in the Englewood City Hall; a copy has been filed with the City Clerk and The Record, a newspaper with a general circulation throughout the City of Englewood. At least 48 hours prior to this meeting, the Agenda thereof was similarly posted, filed and mailed to said newspaper.” Formal action may be taken at this meeting.

Swearing In New Trustee

Ms. Nanasi administered the oath of allegiance to Devry Pazant and welcomed him to the Englewood Library Board of Trustees.

Call to Order and Attendance

The Board Meeting was called to order at 7:30 PM, Board President Nina Nanasi presiding.

Board Member Attendance: Nina Nanasi, President; Debra Trachtenberg, Vice-President; Arnold Brown, Treasurer; Ann Dermansky, Secretary; Katharine Glynn and Devry Pazant.

Absent: Nelida Bobe and Gina Leonard-Edone.

Staff Attendance: Abigail Sanner, Interim Library Director, Charlene Denisen, Administrative Assistant.

Approval of Agenda: Ms. Nanasi asked for a motion to approve the agenda. Ms. Glynn moved to approve the agenda as presented, Ms. Trachtenberg seconded the motion. Unanimously approved.

Public Comment: No comment from the public.

Secretary's Report

Ms. Nanasi asked for a motion to approve the minutes of the February 12, 2018 board meeting. Ms. Trachtenberg moved to accept the minutes as presented, Mr. Brown seconded the motion. Unanimously approved.

Presentation: Pinetree Group – James Pastreoch

Mr. Pastreoch on behalf of the Renaissance Building presented a possible solution to the parking problem that both the library and Renaissance are having. Mr. Pastreoch introduced Sam Schwartz who prepared the blueprints for installing a mechanical arm for parking. The building and grounds committee will discuss the project and report back at a later board meeting.

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Treasurer's Report

February Treasurer's Report

Mr. Brown reviewed the February 2018 Treasurer's Report and invited the Board to ask questions. Mr. Pazant moved to approve the Treasurer's report summary for February 2018 Library Operating Funds had a closing balance of \$361,567. Total Library Funds had a closing balance of \$462,068 Ms. Glynn seconded the motion. Unanimously approved.

February Bill List – City

Mr. Brown reviewed the City Invoice list presented to the City of Englewood for payments. Mr. Brown asked for a motion to approve the February City bill list in the amount of \$131,282.95. Ms. Glynn moved; seconded by Ms. Trachtenberg. Unanimously approved.

February 2018 Bill List –General Fund

Mr. Brown reviewed the February 2018 Bill List in amount of \$4,678.69 and opened the floor to questions. Ms. Glynn moved to approve the report as presented, Ms. Trachtenberg seconded the motion. Unanimously approved.

Other Financial Matters

Mr. Brown asked for a motion to encumber \$300,000 from the library savings account to the Library Building Improvement Fund. Ms. Glynn moved to approve the transfer; Ms. Trachtenberg seconded the motion. Unanimously approved.

Correspondence

Ms. Trachtenberg drafted a letter to the Englewood Historical Society to outline the sharing of Room C in the Renaissance Building. The board approved the letter and will contact the Historical Society to have them sign it.

Reports

President's Report: Ms. Nanasi reported that over twenty two resumes have been received for the open Library Director's position. Ms. Nanasi continued that interviews have begun and will keep the board posted. Ms. Nanasi reminded the board that the city library budget hearing is scheduled for March 21 at 7pm City Hall Conference Room.

Director's Report: Ms. Sanner highlighted for the board parts of her report. Ms. Sanner informed the board that BCCLS cancelled system-wide subscription to Hoopla. Ms. Sanner added the library has made an arrangement with Midwest Tape to provide up to four circulations per month, per patron, at a cost of \$250 per month-or \$3,000 annually.

Personnel Actions

Ms. Nanasi asked for a motion to approve the March 12, 2018 Personnel Actions as presented. Mr. Brown moved to approve the Personnel Actions; seconded by Ms. Dermansky. Unanimously approved.

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New Business

Ms. Glynn informed the board that she had attended the State Library Executive Meeting. The representative from the State Library stated that the Trustee Association Workshop will be held on October 27, 2018. Ms. Glynn went on to report that one of the topics will be the Library Construction Bond Act and the push that is going on to have towns share services.

Next Meeting Date

The March Meeting will be held on Monday, April 9, 2018 at 7:30 pm.

Adjournment

Mr. Brown moved to adjourn the meeting; seconded by Ms. Trachtenberg. Unanimously approved. The meeting adjourned at 9:00 pm.

Respectfully Submitted

Charlene Denisen for
Ann Dermansky, Secretary