

ENGLEWOOD LIBRARY BOARD OF TRUSTEES

June 18, 2018 Meeting Minutes 7:30 PM

Englewood Public Library, 31 Engle Street

Approved 7/9/18 Board Meeting

Open Public Meeting Act

“The June 18, 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.

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; Ann Dermansky, Secretary; Nelida Bobe, Katharine Glynn and Devry Pazant.

Absent: Gina Leonard-Edone

Staff Attendance: Abigail Sanner, Interim Library Director, John Arthur, Incoming Director; Charlene Denisen, Administrative Assistant.

Public Comment: No comment from the public.

Secretary's Report

Ms. Nanasi asked for a motion to approve the minutes of the May 14, 2018 board meeting. Ms. Bobe moved to accept the minutes as presented, Mr. Pazant seconded the motion. Unanimously approved.

Treasurer's Report

May Treasurer's Report

Ms. Sanner reviewed the May 2018 Treasurer's Report and invited the Board to ask questions. Ms. Glynn moved to approve the Treasurer's report summary for May 2018 in the amount of \$460,670. Ms. Dermansky seconded the motion. Unanimously approved.

May Bill List – City

Ms. Sanner reviewed the City Invoice list presented to the City of Englewood for payments. Ms. Nanasi asked for a motion to approve the May City bill list in the amount of \$139,292.89. Ms. Glynn moved; seconded by Ms. Dermansky. Unanimously approved.

May 2018 Bill List –General Fund

Ms. Sanner reviewed the May 2018 Bill List in amount of \$4,147.94 and opened the floor to questions. Ms. Glynn moved to approve the report as presented, Ms. Dermansky seconded the motion. Unanimously approved.

ENGLEWOOD LIBRARY BOARD OF TRUSTEES
June 18, 2018 Meeting Minutes

Other Financial Matters

Ms. Sanner asked for a motion to approve the 2018 Budget Status dated May 31, 2018 (attached to minutes). Ms. Bobe moved to accept the 2018 Budget Status as presented; seconded by Ms. Glynn. Unanimously approved.

Reports

Director's Report: Ms. Sanner reported even though she was away for several weeks she could inform the board on continuing projects at the library. June 21st begins the library's sixth annual jazz under the stars concert series with the Calvin Hill Group performing. The concerts will run through August 9th.

Ms. Sanner informed the board that the Technology Upgrade is moving forward with East-West Electrical upgrading the wiring.

President's Report: Ms. Nanasi welcomed and announced that John Arthur will begin his role as Director of the library Monday, June 25th. Ms. Nanasi will consult with Mr. Arthur as to dates for a Meet and Greet with the Public.

Personnel Actions

Ms. Nanasi asked for a motion to approve the May 14, 2018 Personnel Actions as presented. Ms. Glynn moved to approve the Personnel Actions; seconded by Ms. Leonard-Edone. Unanimously approved.

Old Business

Ms. Bobe asked if Ms. Witherell has been set up to work remotely and if it is running smoothly. Ms. Sanner informed the board that she met with Ms. Witherell to give her the supplies that she would need as well as loaning her a laptop. Ms. Witherell has been sending her hours daily as well as what she accomplished that day to Charlene Denisen.

New Business

Ms. Nanasi scheduled a meeting for July 11 at 6:30pm to begin discussion on the Strategic Plan. The committee members are Mr. Pazant, Ms. Bobe and Ms. Nanasi.

Next Meeting Date

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

Adjournment

Ms. Dermansky moved to adjourn the meeting; Ms. Bobe seconded by. Unanimously approved. The meeting adjourned at 8:45 pm.

Respectfully Submitted

Charlene Denisen for
Ann Dermansky, Secretary