

.STEWART B. LANG MEMORIAL LIBRARY

BOARD OF TRUSTEES MEETING MINUTES

May 3, 2021

In Attendance: Gayle James, Jim Dillon, Jerry Hunter, Kitty Hayes, Anne Baldwin, Cathy Wood Maryanne Adams

Absent: Birgit Latray, Caryl Kinney, Nancy Peckham,

Community member: Pam Shane

- The meeting was called to order and the agenda adopted. All documents in need of review were previously emailed to members.

Secretary's Report: The April minutes were reviewed.

Motion to approve: Jerry Hunter Second: Anne Baldwin

Director's Report: The April Director's report was reviewed.

Motion to approve: Kitty Hayes Second: Jim Dillon

Treasurer's Report: There was no Treasurer's Report for April at meeting time.

COMMITTEE REPORTS:

Planning Committee: Gayle and Kitty reported on a first draft outlining a Long Range Plan of Service. There was a discussion about goals and how to measure them.

Finance Committee: Nancy, Gayle, and Cathy met and reviewed the responsibilities of the Finance Committee and suggested contacting Mary Begley about filling the treasure's position on the Board after June.

Old Business:

- 2020 Form 990EZ Late Filing (2018 -19) - No Information
- Back Canopy & front door lockset – on hold
- Continued discussion about QuickBooks report vs Bank statements.

New Business:

- Computer and Internet Usage Policy was reviewed with no changes.
- Reminder about Sexual Harassment Self-Training (<https://www.flis.org/hr>)

Motion to Adjourn: Kitty Hayes Second: Jerry Hunter Approved

Next Meeting: June 7, 2021

Cathy Wood

Secretary