

DUNHAM PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes of June 9, 2015

PRESENT: John Levitas, Patricia Samarco, R. Scott Smith, Sally Swierczek (absent – Susan Collver)

CALL TO ORDER: The meeting was called to order at 6:03 by President John Levitas.

Discussion with the Public: None

DISPOSITION OF MINUTES: John Levitas moved to accept the May 12, 2015 minutes. R. Scott Smith seconded. The motion was adopted.

PRESIDENT'S REPORT: None

FINANCIAL REPORT:

- a. Patricia Samarco moved to accept the May financial report. R. Scott Smith seconded. The motion was adopted.
- b. The Dunham Endowment CD will be renewed on June 19, 2015.
- c. R. Scott Smith moved to begin numbering the abstract of claims beginning March 10, 2015. John Levitas seconded. The motion was adopted.

DIRECTOR'S REPORT: {see attached}

OLD BUSINESS: None

NEW BUSINESS:

- a. Patricia Samarco moved to hire an asbestos removal company for 80 Main Street with the cost not to exceed \$3,600. John Levitas seconded. The motion was adopted.
- b. R. Scott Smith moved that the holiday policy 18.1 in the Policy Manual be amended to read that the Saturday before Labor Day the library will be closed and policy 18.4 be amended to read should Independence Day fall on a Sunday, the holiday will be observed on Monday and the library will be closed. John Levitas seconded. The motion was adopted.
- c. R. Scott Smith moved that policy 33.7 in the Policy Manual should be amended to read that sick leave must be requested in a minimum of 2 hour increments or lesser amount of time at the Director's discretion. Sally Swierczek seconded. The motion was adopted.

ANNOUNCEMENTS: Trustee R. Scott Smith authored a book with his wife, Mahadivi Ramakrishnan. The book is titled, Interplay of Cultural Narratives in Martinique.

COMMUNICATIONS: Middleville Library celebrated its 100th anniversary.

DISCUSSION with the PUBLIC: None

EXECUTIVE SESSION: John Levitas moved to enter into Executive Session at 7:13 concerning employment matters. Sally Swierczek seconded. Executive session was adjourned at 7:40.

ADJOURNMENT: Sally Swierczek moved to adjourn the meeting. R. Scott Smith seconded. The meeting was adjourned at 7:40 PM.

Next meeting will be on Tuesday, July 14, 2015 at 6:00 PM.

Respectively Submitted,

Patricia Samaras, Recording Secretary