

**FLORIDA PUBLIC LIBRARY**  
**Monthly Meeting Minutes – September 11, 2017**

- I. Call to Order** – The meeting was called to order by President Arcieri at 7:32 pm  
Board Members Present: Arcieri, Lillard, Beers, Maas, Patton, Kelemen  
Board Members Excused: Scott  
Board Members Absent:  
Also Present: Director Folino, Anita Baumann
- II. Minutes**  
Motion by Trustee Kelemen seconded by Trustee Lillard to approve the minutes of the August 7, 2017 monthly meeting as printed.  
VOTE:        YES    6        NO    0
- III. Announcements and Comments from the Public –**  
Anita Baumann, announcement regarding Friends of the Florida Public Library. One ticket left to Muddy Water Players production of The Mystery of Edwin Drood. The Friends were given 50 tickets to sell, and will receive 50% of the tickets' face value.
- IV. Treasurer's Report**  
Motion by Trustee Arcieri seconded by Trustee Beers to accept the August financial report as printed.  
VOTE:        YES    6        NO    0
- V. Warrant Schedule for September**  
Motion by Trustee Kelemen seconded by Trustee Lillard to approve the Warrant Schedule for September as printed.  
VOTE:        YES    6        NO    0
- VI. Director's Report**  
Motion by Trustee Patton seconded by Trustee Beers to accept the Director's Report as printed.  
VOTE:        YES    6        NO    0
- VII. Communications –**  
NYLA – letter of thanks for donation to Legal Defense Fund  
RCLS – Save the Date postcards for trustee workshops  
RCLS – letter of congratulations on winning Adult Program of the Year  
RCLS – email/certificate for winning Minecraft Biodome Challenge
- VIII. Committee Reports**  
**A. Finance** – no report  
**B. Personnel** – no report  
**C. Nominating** – no report  
**D. House** – Trustee Lillard and Trustee Maas to install butterfly house soon.
- IX. Unfinished Business**  
**A.** Spring Tea Review – final profit: \$1,177  
**B.** Building expansion – no report  
**C.** Fundraising – no report  
**D.** Library Policy Updates

Motion by Trustee Kelemen seconded by Trustee Beers to approve the revised Safety and Security Plan as printed, effective September 11, 2017.

VOTE: YES 6 NO 0

Reason: Update names of personnel, editorial changes.

Motion by Trustee Lillard seconded by Trustee Maas to approve the revised policy on Conduct of Patrons on Library Premises, effective September 11, 2017.

VOTE: YES 6 NO 0

Reason: Overdue for revision.

Motion by Trustee Kelemen seconded by Trustee Patton to approve the revised Disaster Plan as printed, effective September 11, 2017.

VOTE: YES 6 NO 0

Reason: Update names of personnel and trustees; add current contractors.

Motion by Trustee Beers seconded by Trustee Lillard to approve the revised VHS to DVD Transfer Policy.

VOTE: YES 6 NO 0

Reason: Add VHS-C to formats we can transfer.

## **X. New Business**

### **A. Donations**

\$200 – Anne Pillmeier – In memory of Madeline Rose Pillmeier

\$55 – Yard Sale (Craigslist sales)

\$74 – Summer Fun Basket Drawing

\$7.50 – August Mini-Book Sale

Motion by Trustee Maas seconded by Trustee Kelemen to accept \$336.50, to thank the donors and credit this amount to the Donations line (4050) of the budget.

VOTE: YES 6 NO 0

### **B. Staff Brainstorming Session - report**

How can we increase circulation of adult materials?

How can we celebrate FPL's 60<sup>th</sup> Anniversary in October 2018?

Handouts provided. Various ideas discussed with staff.

### **C. Personnel**

Paid Family Leave –Municipal employees are exempt from the Paid Family Leave act that will go into effect Jan. 1, 2018. The board will revisit the PFL in 2018.

Motion by Trustee Kelemen seconded by Trustee Lillard to approve the termination of part-time Library Assistant (Children's Services) Cherene Audain, effective 8/15/17.

VOTE: YES 6 NO 0

Motion by Trustee Beers seconded by Trustee Maas to approve the appointment of Andrew Castine to the position of part-time Page at a wage of \$9.70/hour, effective 8/18/17.

VOTE: YES 6 NO 0

Motion by Trustee Patton seconded by Trustee Kelemen to approve the appointment of Elizabeth Verblauw to the position of part-time Library Clerk at a wage of \$16/hour, effective 9/1/17.

VOTE: YES 6 NO 0

Motion by Trustee Arcieri seconded by Trustee Lillard to approve raising the wages of part-time Library Assistants Marie Arnstein and Amy Cassidy to \$16.12/hour, effective 9/10/17.

VOTE: YES 6 NO 0

**D. Items for future agendas**

1. Circulation Policy
2. Bylaws

**XI. Adjournment**

Motion by Trustee Kelemen seconded by Trustee Beers to adjourn at 9:48 p.m.

VOTE: YES 6 NO 0

**Next Meeting: Regular Monthly Meeting, Monday, October 2, 7:30 p.m.**

Submitted by  
Elizabeth Leigh Patton