

FLORIDA PUBLIC LIBRARY
Monthly Meeting Minutes– November 6, 2017

I. Call to Order- 7:31 p.m.

Board Members Present: Beers, Scott, Arcieri, Kelemen, Lillard, Maas
Board Members Excused: none
Board Members Absent: none
Also Present: Treasurer Kosior, Director Folino

II. Appointment of Secretary Pro Tem – Vice President Kelemen has volunteered to take the minutes.

III. Minutes

Motion by Trustee Lillard, seconded by Trustee Maas, to approve the minutes of the October 2, 2017 monthly meeting as printed.

VOTE: 6 YES 0 NO

IV. Announcements and Comments from the Public – None.

V. Treasurer’s Report

Motion by Trustee Scott, seconded by Trustee Kelemen, to accept the October financial report as printed.

VOTE: 6 YES 0 NO

Motion by Trustee Arcieri, seconded by Trustee Beers, to accept the 2017-2018 tax levy from the Florida Union Free School District in the amount of \$443,940 and to allocate these funds as follows:

\$8,940 checking account

\$135,000 CD 3 months

\$135,000 CD 6 months

\$150,000 CD 9 months

\$15,000 Capital Reserve

VOTE: 6 YES 0 NO

VI. Warrant Schedule for November

Motion by Trustee Kelemen, seconded by Trustee Scott, to approve the Warrant Schedule for November as printed.

VOTE: 6 YES 0 NO

VII. Director’s Report

Motion by Trustee Maas, seconded by Trustee Arcieri, to accept the Director’s Report as printed.

VOTE: 6 YES 0 NO

- VIII. Communications** – RCLS – letter re balance of LLSA
RCLS – letter re Special Senate Grant
Sara Johnson Verneuille – letter of resignation
- IX. Committee Reports**
- A. Finance** – Chairman vacancy – to be discussed
 - B. Personnel** – Trustee Kelemen - the Personnel Committee began to review the director evaluation form and will meet to discuss the procedure for evaluating the director
 - C. Nominating** – Trustee Scott – No Report
 - D. House** - Trustee Lillard –No Report
- X. Unfinished Business**
- A. Building expansion** – discussion of next steps
-Trustees will review information in the Trustee Manual for a discussion next meeting
 - B. Fundraising** – Spring Tea and 60th Anniversary Event
-The board agreed to brainstorm ideas for a discussion next meeting
- XI. New Business**
- A. Trustee Resignation**
Motion by Trustee Scott, seconded by Trustee Kelemen, to accept the resignation of Trustee Elizabeth Patton, with regret, effective 10/31/17.
VOTE: 6 YES 0 NO

 - Discussion of filling vacancy and position of Secretary.
-Trustee Scott offered to be voted in as Secretary in the December meeting
-Board members agreed to explore Trustee candidate options in the community

 - B. Donations**
\$200 – Bridgewood Fieldwater Foundation
\$100 – Terry and Joan Hudson
\$25 – Yard Sale (Craigslist by Annette)
Motion by Trustee Beers, seconded by Trustee Maas, to accept \$325, to thank the donors and to credit this amount to the Donations line (4050) of the budget.
VOTE: 6 YES 0 NO

 - C. Targeted Donations**
\$220 – Friends of the FPL for imprinted pencils
\$50 – Friends of the FPL for Poetry Café on 10/20
Motion by Trustee Beers, seconded by Trustee Kelemen, to accept \$270 from the Friends of the FPL and to credit this amount to the Targeted Donations line (4060) of the budget and to credit \$220 to the Materials and Supplies line (5260) and \$50 to the Adult Programs line (5241.)
VOTE: 6 YES 0 NO

 - D. LLSA (Local Library Service Aid)**

Motion by Trustee Scott, seconded by Trustee Lillard, to accept \$144.80 from RCLS as payment of 10% of the LLSA for 2017-2018 and to credit this amount to the Grants/Aid line of the budget (4080.)
VOTE: 6 YES 0 NO

E. Special Senate Grant

Motion by Trustee Arcieri, seconded by Trustee Kelemen, to accept \$3,000 from RCLS for a Special Senate Grant directed to FPL, to thank State Senator John Bonacic for his support and to credit this amount to the Special Senate Grant line of the budget (4081.)
VOTE: 6 YES 0 NO

F. Personnel

Motion by Trustee Lillard, seconded by Trustee Scott, to accept the resignation of Librarian I Sara Johnson Verneuille, with regret, effective 10/31/17.
VOTE: 6 YES 0 NO

Discussion of filling vacancy.

- The board agreed on a salary range for the position to be posted
- Director Folino will use this information to canvass the position

G. Open Meetings Workshop – Trustees Arcieri, Scott and Lillard

-Trustees summarized the workshop, mentioning topics such as the importance of quorums and the procedure for executive sessions

H. Items for future agendas

1. Bylaws revision
2. Trustee Vacancy
3. Finance Committee Chairman vacancy
4. Spring Tea
5. Election of new secretary
6. Trustee Insurance

XII. Adjournment

Motion by Trustee Kelemen, seconded by Trustee Beers, to adjourn at 9:09 p.m.
VOTE: 5 YES 0 NO

Next Meeting: Regular Monthly Meeting, Monday, December 4, 7:30 p.m.

Submitted by William Kelemen, Secretary Pro Tem