

Minutes Wells Branch Community Library Board Meeting Monday, May 10, 2010

The meeting was called to order by Lois Kantor at 6:00PM. Trustees present: Lois Kantor, Kathleen Williams, Megan Sylvester, and Brian Coalson. Donita Carlquist, Library Director. Citizens present: Jill Traffanstedt, Andrea Norman

Items Received:

1. No citizen input.
2. Directors report delivered by Donita Carlquist.
3. Monthly report received from Megan Sylvester, Treasurer.
4. Landscape report delivered by Lois Kantor

Consent Items:

1. April 12th minutes were accepted as distributed.
2. Treasurer's report referred to audit.
3. Volunteer Policy pulled for later discussion.

Action Items:

1. **Administer New Trustees Oath of Office.** Lois Kantor delivered the Oath of Office to new trustees Jill Traffanstedt, Andrea Norman, and Megan Sylvester.
2. **Discuss and determine new Board Officers.** Discussion about who is best fit for each role.

Brian Coalson made a motion to accept the positions as follows:

Megan Sylvester – President
Andrea Norman – Vice President
Brian Coalson - Treasurer
Jill Traffanstedt – Secretary

Andrea Norman seconded. Motion passes unanimously.

3. **Discuss and consider budget changes to include reallocation of previously approved HSA funds.** Discussion on from where to get the \$2,250 needed for HSA.

Megan Sylvester made a motion to reallocate \$2,250 from elections to HSA line item.
Andrea Norman seconded. Motion passes unanimously.

4. **Discuss and consider possible changes in landscape contract.** The current landscaper may not be able to fulfill the current contract, and we may need to look elsewhere. Donita and Lois will get a release or confirmation of contract.

Andrea Norman makes a motion to give Donita permission to get confirmation or release of landscaping contract. Jill Traffanstedt seconded. Motion passes unanimously.

5. **Discuss and consider community posting board requirements.** Discussion about the nature of postings allowed on the community posting board.

Jill Traffanstedt makes a motion to accept the community posting board policy as amended. Brian Coalson seconded. Motion passes unanimously.

6. **Discuss and consider appointment of finance/investment officer.**

Megan Sylvester makes a motion to appoint Dianne Koehler to finance committee, leaving the responsibilities of the finance officer to the Treasurer. Brian Coalson seconded. Motion passes unanimously.

7. **Discuss and consider Volunteer Policy.**

Megan Sylvester made a motion to approve the volunteer policy as amended. Andrea Norman seconded. Motion passes unanimously.

Next meeting will be June 14th, 2010 at 6:15 PM.

Future agenda items:

The meeting was adjourned by Megan Sylvester at 7:08 PM.

Respectfully submitted,

Brian Coalson
Secretary