

**John Tomay Memorial Library
Building Activity Committee
MINUTES
5:30pm, Monday, June 20, 2016
@ John Tomay Memorial Library**

I. Call to Order

The meeting was called to order by LeeAnn Cox at 5:30pm

Attending: LeeAnn Cox
Bernie Hausherr
Michelle McNeil
Elaine McWain
Jon Jennings
Paul Boat

Guests: Sue Lathrop – Staff
Libby Caplan – Staff
Donna Gee – Staff

II. Approval of Agenda

Michelle McNeil made a motion to approve the June 20, 2016 agenda as presented. Jon Jennings seconded and the agenda was approved unanimously.

Introductions were made.

III. Approval of Minutes

Jon Jennings made a motion to approve the March 21, 2016 minutes as presented. Paul Boat seconded and the minutes were approved unanimously.

IV. Branch Librarian Report – Libby Caplan

Libby Caplan reviewed the statistic, programs, upcoming events and issues; the report presented will be added to the Dropbox for review.

V. District Library Report – LeeAnn Cox

LeeAnn Cox stated the Library District Board of Trustees meeting included the scheduled approvals of the Financial Report and was adjourned to a work session for training, with Jacqueline Murphy, State Library Consultant.

VI. Financial Report

The Budget Performance was reviewed. No comments, questions or objections were made. Michelle McNeil made a motion to approve the Financial Reports as presented. Paul Boat seconded the motion and the reports were approved unanimously.

VII. Old Business

Bylaws – Michelle McNeil

Michelle McNeil stated that the bylaws committee met and the document was missing purpose, which was added from the District Board's bylaws, the phrase "check and balances" was discussed the Duties and Responsibilities. A handout was distributed for the duties and responsibilities. It was suggested to contact Jacqueline Murphy for example of other board/committee bylaws and for the board to provide feedback on the purpose, check and balance phrase, duties and responsibilities and the wording.

Old Business – Continued

It was stated that in the District Library Board work session/training that working documents should not be released to the public. The bylaws are a working document and will be released for public reviewed when ready. The committee does follow the Colorado Open Meeting Laws.

Building Renovation- Jon Jennings

Jon Jennings stated merging the John Tomay Memorial Library and the Community Center would not work. Jon will be working with Libby to obtain her thoughts and ideas. The roof and skylights are sound and Jon will do some caulking and work with Bernie Hausherr to discuss the drainage issue.

No other old business was presented.

VIII. New Business

No new business was presented.

IX. Announcements

It was suggested that the Committee members attend a summer reading program.

X. Adjournment

LeeAnn Cox adjourned the meeting of the John Tomay Memorial Library Building Activity Committee at 6:28pm. No comments, questions or objections were made

No meeting will be held in July
The next meeting will be Monday, August 15, 2016 at 5:30pm @ JTML