

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

**I. Call to Order**

The meeting was called to order by LeeAnn Cox at 6:30pm

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

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

**II. Approval of Agenda**

It was requested to add Bylaws to the top of Old Business. Sophie Egan motioned to approve the September 20, 2016 agenda as amended. Jon Jennings seconded and the amended agenda was approved unanimously.

**III. Approval of Minutes**

It was noted under Building Renovation Paul's last name should be Boat. Michelle McNeil made a motion to approve the amended minutes. Sophie Egan seconded the motion and the amended minutes were approved unanimously.

**IV. Branch Librarian Report – Libby Caplan**

Libby reviewed that Branch Librarian Report as presented in the Dropbox and included information for the Georgetown Library Association.

**V. District Library Report – LeeAnn Cox**

- A committee was formed to review the Public Participation Policy
- Working on policies and the handbook to apply MSEC recommendation; the communication and grievance sections are still being reviewed
- The October meeting will include reviewing benefits, looking at options for outsourcing Human Resources and a discussion on the 2017 budget

**VI. Financial Report**

The Budget Performance was reviewed. Some clarification questions were answered. Michelle McNeil made a motion to approve the Financial Reports as presented. Jon Jennings seconded the motion and the reports were approved unanimously.

## **VII. Old Business**

### ***Bylaws***

Michelle McNeil provided the suggested changes to each member of the committee. Some clarification was made and additional recommendations suggested. Michelle will make the changes as requested and email a clean version. Paul Boat motioned after this first reading of the tentative bylaws, to make available the clean version of the bylaws to the public and to have the 2<sup>nd</sup> reading and public hearing at the October meeting. Michelle McNeil seconded. Elaine McWain and Bernie Hausherr opposed. Elaine requested to add 3 years for a review of the bylaws by a committee. Bernie agreed a committee should review the bylaws.

A second vote was made. Paul Boat motioned after this first reading of the tentative bylaws, to make available the clean version with the suggested changes, of the bylaws to the public and to have the 2<sup>nd</sup> reading and public hearing at the October meeting. Michelle McNeil seconded and the motion passed unanimously.

Michelle McNeil left the meeting

### ***Building Renovation***

Bernie Hausherr motioned to move Building Renovation to the Georgetown Library Association agenda. Jon Jennings seconded and the motion passed unanimously.

### ***Meeting Date***

It was noted in favor by the meeting attendees to move the meeting to the 1<sup>st</sup> Wednesday or Thursday of the month and the location to the Heritage Center. Bernie Hausherr motioned for a unanimous vote to change the meeting date. Jon Jennings seconded and the motion passed unanimously.

No other old business was presented.

## **VIII. New Business**

### ***Officer Elections***

Bernie Hausherr made a motion to elect Michelle McNeil as President, Elaine McWain as Vice President, Jon Jennings as Secretary and Sophie Egan as Treasurer, effective January 2017. Paul Boat seconded and the slate of officers was approved unanimously.

No other new business was presented.

## **IX. Announcements**

No announcements were made

## **X. Adjournment**

LeeAnn Cox adjourned the meeting of the John Tomay Memorial Library Building Activity Committee at 6:25 pm. No comments, questions or objections were made

The next meeting and location will be determined by an email vote