

**John Tomay Memorial Library
Board of Trustees
MINUTES
5:30 p.m., Monday, October 20, 2014
@ John Tomay Memorial Library**

I. Call to Order

The meeting was called to order by LeeAnn Cox at 6:15 pm.

Attending: LeeAnn Cox

Jon Jennings

Bob Loeffler

Sophie Egan

Guests: Sue Lathrop - Staff

John Ewers – Staff

Donna Gee – Staff

II. Approval of Agenda

It was noted to add to New Business “Election of Officers” and to change the next meeting date. No comments, questions or objections were made on the October, 2014 agenda.

LeeAnn Cox approved the amended agenda.

III. Approval of Minutes

No comments, questions or objections were made regarding the September 14, 2014 minutes.

Bob Loeffler made a motion to approve the minutes as presented. Sophie Egan seconded the motion and the minutes were approved unanimously.

IV. Branch Librarian Report

- Two zone valves were replaced in the new wings furnace.
- The sky light was repaired again and the leaking is under control.
- The phone system was not working properly including not rolling over to line two and the fax was impacted. Century Link came out and replaced lightning protectors in the outside box. Ian from Panasonic Phone Center came out and replaced a couple of wires inside the building but the problem turned out to be in Century Links computer program. The problem was resolved.
- The fire alarm was tripping. The batteries were replaced.

V. District Library Report

LeeAnn Cox highlighted the District Board’s Meeting from October 14.2014.

VI. Financial Report

No comments, questions or objections were made. Sophie Egan made a motion to approve the Financial Reports as presented. Bob Loeffler seconded the motion and the reports were approved unanimously.

VII. Old Business

Historic Structure Assessment

A copy of the final report for the Historic Assessment Grant was provided in the Board notebooks. LeeAnn Cox requested that the document be reviewed and to be prepared to prioritize at the November meeting. All agreed. A copy of the Library Wish List and three

Old Business - Continued

drawings were also provided. An agreement with Mary Gulash (the Library space planner used for the Idaho Springs Library renovation) to work on a plan was also provided as an FYI for an idea of cost and what the agreement shall cover.

Strategic Plan Discussion

It was noted that the Strategic Plan should be kept in line with the goals for the renovation.

Building Renovation

A renovation next step document was provided in the Board notebook.

VIII. New Business

Election of Officers

It was noted that a new Treasurer must be elected as well as re-electing the President. LeeAnn Cox made a motion to nominate Michelle McNeil as Treasurer of the John Tomay Library Board. Sophie Egan seconded and the motion was unanimously approved. Sophie Egan made a motion to re-elect LeeAnn Cox as President of the John Tomay Library Board. John Jennings seconded and the motion was unanimously approved. Bob Loeffler made a motion to ratify Elaine McWain as Secretary and Bob Loeffler as Vice President of the John Tomay Library Board. Sophie Egan seconded and the motion was unanimously approved. LeeAnn Cox made a motion to nominate Sophie Egan as the third signor of the bank accounts. Jon Jennings seconded and the motion was unanimously approved

IV. Announcements

Big Horn Sheep Festival – November 28th

X. Adjournment

The meeting was adjourned at 6:53 p.m.

**The next Board meeting will be Monday, November 17th, 2014 at 5:30 @ JTML
No Board meeting will be held in December.**