

**John Tomay Memorial Library
Board of Trustees
MINUTES
5:30 p.m., Monday, May 19, 2014
@ John Tomay Memorial Library**

I. Call to Order

The meeting was called to order by Lee Ann Cox at 6:00 pm.

Attending: Bob Loeffler
Elaine McWain
Sophie Egan
Lee Ann Cox
Ernie Dunn

Guests: John Ewers – Staff
Sue Lathrop – Staff
Donna Gee – Staff

II. Approval of Agenda

No comments, questions or objections were made on the May, 2014 agenda. Approval of the agenda was approved unanimously.

III. Approval of Minutes

No comments, questions or objections were made regarding the March 17, 2014 minutes. Sophie Egan made a motion to approve the minutes as presented. Ernie Dunn seconded the motion and the minutes were approved unanimously.

IV. Branch Librarian Report – John Ewers

- John Ewers reported that the boiler was inspected, passed and the certificate was received. The insurance company inspects the boiler for free. The cost for the certificate from the state is \$300.
- The flag pole is due to be inspected and oiled; it has been three years. It is the oldest wood flag pole in Colorado. The cost is \$400.
- The elevator is having issues and needs to be brought up to code. A light was out and the relay switch was thrown. John purchased a new light. The District is working on contract services for repair and maintenance on both libraries. The company that wrote the contract for Georgetown indicated it was a hydraulic elevator when it is actually mechanical. Additional research for a contract will be done,

V. District Library Report – LeeAnn Cox

- The District approved to sign the elevator contracts for one year with the two received. Sue Lathrop noted that this was placed on hold and additional research will be done for other companies to sign with. Only Idaho Springs may go with the current company.
- Grant account was approved to be closed and transferred into the checking account.
- It was approved to allow for loan from the retirement plan.
- The Kindles for seniors program is going very well.

- The calendar is back up and running.

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

There is currently no change in status. Phyllis items will concluded the Historic Structure Assessment and Delphina Clark will work on future grants.

Strategic Plan Discussion

The senior program is currently being implemented and in progress. The program is very successful.

VIII. New Business

2 New Board Members

John Ewers reported that there will be two vacant openings on the board, (Tom Bennhoff & Ernie Dunn). Michelle McNeil, a previous member, wrote a letter of interest to the board. John reviewed the letter. John also noted that anyone interest in serving on the board should write a letter of interest. Advertising will be done in the newsletter and via flyers. Elaine McWain made a motion to reelect Michelle McNeil to the Georgetown Library Association Board of Trustees. Ernie Dunn seconded the motion and the election of Michelle McNeil was approved unanimously.

IV. Announcements

- Stephanie Bottomley was hired for 33 hours per week.
- Delphina Clark was hired 35 hours per week.
- Stephanie Mellon emailed out the list of summer programs, which are listed in the newsletter, posted on the community calendar and can be emailed to the board.
- Ernie Dunn formally resigned from the John Tomay Memorial Library and the Georgetown Library Association Board of Trustees.

X. Adjournment

The meeting was adjourned at 6:25 p.m..

The next Board meeting will be Monday, June 16, 2014 at 5:30 @ JTML