

# Argyle Community Library Board Meeting Minutes

November 13, 2013

Present: Patti O'Handley, Jennifer Fry, Burgi Zacherl, Kim Summers, Erin Lambert, Sheila Roberts, and Glenna Cooper

Absent: Sandra Johnson, Marva Jackson, Mike Legault, Diane Beck

**Welcome:** to the Board Members from Patti O'Handley at 9:28a.m.

**Minutes from October's Meeting:** Motion to accept the October's minutes. Moved by Kim Summers and seconded by Burgi Zacherl to accept the minutes. Carried.

**Treasurer's Report/Petty Cash:** See Treasurer's report. Petty cash of a balance \$346.62. Moved by Sheila Roberts and seconded by Erin Lambert for the Treasurer's Report to be accepted as presented. Carried.

**Report to the CEO:** Jennifer updated members about the monthly library statistics and statistics from overdrive.

## **Old Business from Minutes:**

**A. Volunteer schedule:** November's dates are all scheduled in. December dates for sign up are: **5<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, 18<sup>th</sup> & 19<sup>th</sup>**

**B. Wish List for Library:** Laminator, & computer chair. Jennifer Fry will be shopping for a new office chair.

**C. Advertising:** The library will be closed during the Near North District School's Christmas Holidays from December 20<sup>th</sup> and reopen for January 6<sup>th</sup>, 2014. This notice will be advertised on the screens in the local businesses and on the Argyle's sign outside.

**D. Update to LSB:** Patti O'Handley will attend this months' board meeting with ACLB budget and the request of our three new board members.

**E. Budget Balance:** the budget balance is \$8,048.96 for 2013/2014. Motion to accept the new budget balance, moved by Glenna Cooper, seconded by Burgi Zacherl. Carried.

**F. Orders for Approval for payment:** Chapters order of \$18.47 plus \$237.79, total of \$256.26. Motion to approve payment. Moved by Kim Summers and seconded by Erin Lambert.

**G. Cultural Strategic Investment Fund** - Deferred

**H. Sarah Bagley Grant** – waiting for approval.

**I. Set-up a Calendar:** For upcoming events for the year of the library. Jennifer Fry will post anything that needs renewal, conferences, criminal checks, and events posted to the calendar as reminders for the board.

**J. Scholastic Book Fair:** Kim Summers requested for the Book Fair to Scholastic for the Tuesday after Thanksgiving Monday, 2014.

### **New Business**

**A. Handicap Entrance Near Library:** a request to Argyle's Principal Sandi Johnson to inquire about providing a solution to having a accessible entrance near the handicap parking.

**B: Pickerel River Heritage Association:** Kim Summers will follow up with a representative from the association to inquire about the movie night at legion.

**C: Gift Basket for Christmas Concert:** Library will arrange a basket to donate to the school. The theme will be “Movie Night”. Kim Summers will look for items.

**D: Leave of Absence:** Motion to excuse Marva Jackson from being a member of the board until April 2014. Moved by Kim Summers, seconded by Burgi Zacherl. Carried.

**E: Presse Commerce Corporation:** Renewal of magazine subscription. Jennifer will contact the company about renewing the subscription for the library.

**NEXT MEETING: Meeting will be December 5, 2013 at 9:15 a.m.**

**ADJOURNMENT:** Motion to adjourn meeting. Moved by Erin Lambert and seconded by Burgi Zacherl at @10:40 a.m. Carried.