

AFL Board of Director's Meeting: December Minutes

Meeting Date: 12/21/17

Call to Order: 5:33

Pres. Meyers

Time

By

BOARD MEMBERS

Present Excused

Present Excused

Elaine Meyers	x		Ellen Wikstrom	x	
Kelley Zabriskie	x		Stephanie Zuber	x	
Debbie Hoke	x				
Barb Blom	x				
Brian Brown					
Jim Burkett	x				
Ed Easter	x				

OTHERS:

Present Excused

Sandra Groth	x	
Steve Moolin	x	

	1 st	2 nd	In Favor	Opposed
<p><u>Adoption of Agenda</u></p> <p>Adoption with change that Treasurer's Report will go after New business.</p> <p>Agenda Approved</p> <hr/> <p><u>Minutes</u></p> <p>Motion to approve</p>	Hoke	Burk	8	
<p><u>Proposed Budget Report:</u></p> <p>Projected 2018 Budget</p> <p>Presentation on Staffing Budget by Sandra Groth</p>				
<p><u>Director's Report:</u></p> <p>Clarification on Rosen grant.</p>				
<p><u>Committee Reports:</u></p> <p><u>Building Preservation:</u></p> <p>Discussion about the exit door in the opera house. The Preservation Committee will contact the fire marshal to determine if any further action needs to be taken and report to the board in January.</p> <p><u>Morgan Opera House:</u></p> <p>Grant for Chamber Music will cover concerts and will make concerts free.</p>				

	1 st	2 nd	In Favor	Opposed
<p><u>Fundraising Committee</u></p> <p>Brief discussion about “soft fundraising” ie, house tours, book sale etc.as it is often difficult for board members to participate. It was suggested there need only be one board member to coordinate with the support of the fundraising committee chair and that volunteers from the community could be asked to help.</p>				
<p><u>Old/Regular Business</u></p>				
<p><u>New Business:</u></p> <p><u>Request for \$378 for Sustainable Library Certification Program.</u> This conversation is postponed until a later date after more information is obtained. Steve will contact other libraries who are certified.</p> <p><u>Presentation of Staffing Budget</u></p> <p>- It was decided that job descriptions will be reviewed, the priorities of the Director will be clarified and staff evaluations collected and reviewed over the next three months. Once complete, a discussion of salary and proposed changes will be revisited and reviewed.</p> <p><u>Treasurer’s Report</u> Question and discussion about the best way for the budget to also reflect grants for programming etc, with the exception of Campaign grants, is tabled until more information is obtained by Deb from the auditor.</p> <p>Helming Grant Money and the need to respond for additional funds was discussed</p> <p>Discussion about combining the Preservation Committee and Operating Budgets into one is tabled until January. There is \$6439 for energy efficiency is still left, who will decide how to spend it is tabled until January. This conversation also ties into the conversation about whether there should be one budget for Preservation and Operations.</p> <p>Discussion about whether the Preservation Committee should have the authority to use funds or do they need approval of the Board first is tabled until January.</p>				

	1 st	2 nd	In Favor	Opposed
<u>Other Business/Announcements:</u>				
<u>Meeting adjourned 8:16</u>				

Reports Distributed:

Director's Report by Sandra Groth. Projected 2018 Budget Projection Report by Deb Hoke, Staffing Budget for 2018 Report by Sandy Goth, Treasurer's Report by Deb Hoke, Morgan Opera House report by Ellen Wikstrom, Fund-raising report by Stephanie Zuber,