

**BNML Agenda
May 20, 2014
3:30 p.m.**

Call to order: 3:45

**Approval of agenda: Motion to approve (SM/JA)
Agenda Approved**

Visitors:

Approval of previous meeting minutes:

Approved with an amendment (Albert Tetreault was inadvertently left out as attending the meeting -Albert did attend the April meeting).

Motion to Approve SM/JA

Treasurers' reports:

Amanda provided an update on financial activities for the month.

Operating CD-Amanda has not touched this as we will be moving funds over in June.

Morgan Stanley increased 15,000 from last month.

Transferred over funds for taxes, property reimbursement, essentially balancing out 40 % of budget.

Afterschool programming increased due to grant from United Way.

Grant expense was the shed overage approved at previous meeting.

Library property expense--insurance paid which was over what was budget; made loan payment.

Librarian's Report:

Discussed librarian transition plan. Coverage until July has been scheduled.

Closed on Mondays in the summer. Closed the week of June 23.

Wendy will be lead for library services i.e. inter- library loan.

May 30th is Kristen's day.

Kristen will continue to do payroll and accounts payable after May 30 until we have a new librarian on board.

Old Business (Follow-Up):

Contracted All Seasons Cleaning to provide services on an interim basis.

New Business:

MAC-Kristen would like to purchase.

Executive Session

Went into Executive Session to discuss personnel and staffing issues.

Executive Session-motion SM/AT 3:52 (moved into session)

Came out of session at SM/LF 4:45

Agenda items for next meeting:

Suzanne Shepard will be here to present quarterly financial information.

Discuss Job Descriptions and Performance Appraisal creation.

Continue strategic planning discussion

Next meeting date: June 17th @ 3:30 p.m.

Adjourn:

5:00 p.m.

Motion to adjourn (LF; SM)