

Gleason Public Library

Meeting of the Board of Trustees

July 17, 2013

Attendees

Present were Steve Golson, Katie Huffman, Thornton Ash and Larissa Shyjan.

Reports and Approvals: Secretary, Treasurer

- Motion made to approve the June Minutes. Minutes were approved.
- The Treasurer's report was reviewed, fund performance discussed. Fund review to be scheduled with David Witherbee.
- Motion to accept Treasurer's report. Report was approved.

Director's Report and Questions

- **Staff**
Staff evaluation process is underway.
Annual state reports (ARIS & financial) being prepared.
Library staff took proactive action to alert patrons to tornado warning during recent storm.
- **Budget**
FY 2013 has closed. Less than \$1k in excess FY2013 funds being returned to the town.
- **Building**
The septic system Order & Conditions has been filed with the Registry of Deeds. The RFP responses are due August 1st. A meeting to review the bids is scheduled August 5th.
- **Programs/Outreach**
The Gettysburg exhibit continues to be very well received with good attendance.

Old Business

- The Gettysburg artifacts inventory by Janet Hentschel is in process.

Included Documents

- Minutes, June 27, 2013
- Treasurer's Report, July 17, 2013
- Director's Report, July, 2013

Next Meetings

- August 5th, 11AM, RFP response review
- September 16th, 10AM, Trustee meeting
- October 21st, 10AM Endowment meeting
- October 21st, 11AM, Trustee Meeting

Respectfully submitted,

Thornton Ash

Secretary, Gleason Library Trustees