

**Meeting of the Board of Trustees
of Guernsey Memorial Library**

Date: Thursday, July 14, 2011

Time: 7:00 pm

Present:

- **Trustees:**
Kathy Darrah, Barbara Collins, Amy Doliver, David Jennings,
Jeanne Jensch
 - **Library Director:** Sarah Wiggins
 - **Treasurer:** Wendy Wright
 - **Guest(s):** None.
- Tonight's meeting started at 7:03 pm.

Oath of Office: Jeanne Jensch took the Oath of Office and was sworn in as a Guernsey Memorial Library Trustee.

Election of Officers: The trustees of the Board nominated and voted on positions within the board.

- Barbara Collins made a motion to nominate David Jennings to the position of President of the Board.
- Jeanne Jensch seconded the motion.
- Motion carried
- All present voted for

There were no other nominations for this position.

- Kathy Darrah made a motion to nominate Barbara Collins to the position of Vice President of the Board.
- Amy Doliver seconded the motion.
- Motion carried
- All present voted for

There were no other nominations for this position.

- Jeanne Jensch made a motion to nominate Amy Doliver to the position of Secretary of the Board.
- Kathy Darrah seconded the motion.
- Motion carried

- All present voted for
- There were no other nominations for this position.

Review of Minutes of Previous Meetings:

- David Jennings made a motion to accept the minutes of the June 9, 2011 meeting.
- Jeanne Jensch seconded the motion.
- Motion carried
- All present voted for

There were no other meetings in the month of June.

Finance Committee Report:

Bills were reviewed on 6/15/11 by David Jennings and on; 6/30/11, 7/6/11, and 7/7/11 by Kathy Darrah, nothing unusual was noted.

- Barbara Collins made a motion to accept the finance committee's report.
- Kathy Darrah seconded the motion
- Motion carried
- All present voted for

Monthly Library Report: See attached report.

Purchase Orders:

ISD Incorporated for \$1,381.25

Blanket Purchase Order's for the New Budget:

Telephone Services- \$2,800.00.
Water and Sewer Services- \$1,200.00.
Natural Gas Services- \$7,500.00.
Electricity Services and Delivery of Natural Gas- \$9,100.00.
Supply of Electricity- \$9,500.00.
4CLS Fees- \$80,616.00.

Kathy Darrah signed a 3 year contract in June with Frontier Telephone Service for \$149.96 per month.

Kathy Darrah signed a contract with Eastern Copier Maintenance for \$495.00.

Old Business:

Budget Transfers

Computer Use Time and Policy

Treasurer's Report:

Treasurer, Wendy Wright, presented each trustee with a copy of May's treasurer's report. A few moments were given for the trustees to review the report.

- Kathy Darrah made a motion to accept the minutes of the treasurer's report.
- David Jennings seconded the motion
- Motion carried
- All present voted for

Treasurer, Wendy Wright, presented each trustee with a copy of June's treasurer's report. A few moments were given for the trustees to review the report.

- David Jennings made a motion to accept the minutes of the treasurer's report.
- Amy Doliver seconded the motion
- Motion carried
- All present voted for

Executive Session:

At 10:06 pm the board decided to go into executive session to discuss a specific person or persons.

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- Kathy Darrah made the motion to move the meeting into executive session.
- Amy Doliver seconded the motion
- Motion carried
- All present voted for

Adjournment:

- Kathy Darrah made the motion for the board to come out of executive and adjourn at 10:30 pm.
- Amy Doliver seconded the motion.
- Motion carried
- All present voted for

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'A. Doliver', with a long horizontal flourish extending to the right.

Amy Doliver, Secretary

DAVID P. JENNINGS

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