

**BRIGHTON MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING**

**APPROVED MINUTES
October 15, 2018**

PRESENT

Linda Rapkin
Kathy Miller
Harriet Seigel

Jason DiPonzio
David King
Jennifer Ries-Taggart

NOT PRESENT

Ruth Scott
Andy Kappy

Ms. Rapkin, President of the Board, called the meeting to order.

I. MATTERS OF THE PRESIDENT

On behalf of the Board, Ms. Rapkin sent condolences to Jim Vogel's family and friends. He was a fine gentleman who gave so much to the community in which he lived. We were very fortunate to have him and we shall miss him.

Ms. Rapkin and Ms. Ries-Taggart discussed with the Board the potential consequences of neighboring libraries offering free holds. The decision was made to offer the Forever Hold cards again this year and revisit the topic mid-year next.

Having no further Matters of the President, Ms. Rapkin moved to the Approval of Minutes.

II. APPROVAL OF MINUTES

The Minutes of September 17, 2018, were distributed for review and approval. Ms. Miller MOVED and Ms. Seigel SECONDED THE MOTION to approve the Minutes of September 17, 2018. THE MOTION WAS CARRIED UNANIMOUSLY.

III. ACTION ITEMS

The Recommendation for Authorization to Enter into Professional Services Contract for 2018-2019 Annual Campaign Printing and Mailing was submitted for approval. Ms. Miller MOVED and Ms. Seigel SECONDED THE MOTION to approve the Recommendation for Authorization

to Enter into Professional Services Contract for 2018-2019 Annual Campaign Printing and Mailing. THE MOTION WAS CARRIED UNANIMOUSLY.

The Recommendation for Authorization to Enter into Professional Services Contract for BML Donor Database Maintenance/Support was submitted for approval. Ms. Miller MOVED and Ms. Seigel SECONDED THE MOTION to approve the Recommendation for Authorization to Enter into Professional Services Contract for BML Donor Database Maintenance/Support. THE MOTION WAS CARRIED UNANIMOUSLY.

There being no further Action Items, Ms. Rapkin moved to the Approval of Bills.

IV. APPROVAL OF BILLS

The List of Bills for October 2018 was submitted for approval in the amount of \$29,350.40. The List of Gift Fund Bills for October 2018 was submitted for approval in the amount of \$339.00. Ms. Miller MOVED and Ms. Seigel SECONDED THE MOTION to approve the List of Bills and the List of Gift Fund Bills for October 2018. THE MOTION WAS CARRIED UNANIMOUSLY.

V. OTHER BUSINESS

Ms. Miller MOVED and Ms. Seigel SECONDED THE MOTION to form a Nominating Committee comprised of Ms. Rapkin, Ms. Miller, and Ms. Seigel. THE MOTION WAS CARRIED UNANIMOUSLY.

There being no further business, Ms. Miller MOVED and Ms. Seigel SECONDED THE MOTION to adjourn the meeting. THE MOTION WAS CARRIED UNANIMOUSLY. Ms. Rapkin adjourned the meeting.

Respectfully submitted,
Kathy Whitbeck

DATES TO REMEMBER:

November Board Meeting

November 19, 2018, at 4:30 PM
Founder's Conference Room