

**BRIGHTON MEMORIAL LIBRARY  
BOARD OF TRUSTEES MEETING**

**APPROVED MINUTES  
February 19, 2018**

**PRESENT**

Linda Rapkin  
Ruth Scott  
Kathy Miller  
Harriet Seigel

Jennifer Ries-Taggart

**NOT PRESENT**

Andy Kappy

Jason DiPonzio  
David King

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

On behalf of all the trustees, Ms. Rapkin welcomed Harriet Seigel to the board.

**I. MATTERS OF THE PRESIDENT**

Mr. Eric Bach of Harris Beach was unable to attend today's meeting due to illness. Ms. Ries-Taggart will see if Mr. Bach is available next week to discuss setting up a Foundation with the Board.

The Board discussed hiring an attorney on an as-needed basis with no annual retainer fee. Ms. Miller MOVED and Mrs. Scott SECONDED THE MOTION to hire an attorney for library business on a situational basis. THE MOTION WAS CARRIED UNANIMOUSLY.

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

**II. APPROVAL OF MINUTES**

The Minutes of January 15, 2018, were distributed for review and approval. Ms. Miller MOVED and Mrs. Scott SECONDED THE MOTION to approve the Minutes of January 15, 2018. THE MOTION WAS CARRIED with three votes in favor and one abstention.

### **III. ACTION ITEMS**

The Recommendation to Transfer Grant Funds from BML Deferred Revenue Account to 2018 Operating Budget was submitted for approval. Ms. Miller MOVED and Mrs. Scott SECONDED THE MOTION to approve the Recommendation to Transfer Grant Funds from BML Deferred Revenue Account to 2018 Operating Budget. THE MOTION WAS CARRIED UNANIMOUSLY.

The Recommendation to Approve Adoption of Revised BML Internet Acceptable Use Policy was submitted for approval. Ms. Miller MOVED and Ms. Rapkin SECONDED THE MOTION to approve the Recommendation to Approve Adoption of Revised BML Internet Acceptable Use Policy. 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 February 2018 was submitted for approval in the amount of \$17,650.95. The List of Gift Fund Bills for February 2018 was submitted for approval in the amount of \$265.00. Mrs. Scott MOVED and Ms. Miller SECONDED THE MOTION to approve the List of Bills and the List of Gift Fund Bills for February 2018. THE MOTION WAS CARRIED UNANIMOUSLY.

### **V. OTHER BUSINESS**

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

Respectfully submitted,  
Kathy Whitbeck

### **DATES TO REMEMBER:**

March Board Meeting

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