

**BRIGHTON MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING**

**APPROVED MINUTES
September 17, 2018**

PRESENT

Linda Rapkin
Andy Kappy
Kathy Miller
Harriet Seigel

Jason DiPonzio
David King
Jennifer Ries-Taggart

NOT PRESENT

Ruth Scott

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

I. MATTERS OF THE PRESIDENT

Ms. Rapkin shared her concerns regarding the Town's request that each department review its 2019 budget proposal for expenditures that could be eliminated or deferred. The Board discussed the matter and decided to consider deferring part of the 2019 CIP request to 2020. Ms. Ries-Taggart will follow up with the Town.

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

II. APPROVAL OF MINUTES

The Minutes of August 15, 2018, were distributed for review and approval. Mr. Kappy MOVED and Ms. Seigel SECONDED THE MOTION to approve the Minutes of August 15, 2018. THE MOTION WAS CARRIED UNANIMOUSLY.

III. ACTION ITEMS

The Recommendation for Receipt and Investment of SAM Grant was submitted for approval. Mr. Kappy MOVED and Ms. Seigel SECONDED THE MOTION to approve the Recommendation for Receipt and Investment of SAM Grant. THE MOTION WAS CARRIED UNANIMOUSLY.

The Recommendation for Authorization to Enter into Professional Services Contracts for 2018 All Staff Training was submitted for approval. Ms. Miller MOVED and Mr. Kappy SECONDED

THE MOTION to approve the Recommendation for Authorization to Enter into Professional Services Contracts for 2018 All Staff Training. THE MOTION WAS CARRIED UNANIMOUSLY.

The Recommendation for Authorization to Enter into Professional Services Contract for Entrance Foyer Renovation Architecture Firm 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 Entrance Foyer Renovation Architecture Firm. 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 September 2018 was submitted for approval in the amount of \$15,145.52. The List of Gift Fund Bills for September 2018 was submitted for approval in the amount of \$3,931.96. Ms. Miller MOVED and Ms. Seigel SECONDED THE MOTION to approve the List of Bills and the List of Gift Fund Bills for September 2018. THE MOTION WAS CARRIED UNANIMOUSLY.

V. OTHER BUSINESS

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

Respectfully submitted,
Kathy Whitbeck

DATES TO REMEMBER:

October Board Meeting

October 15, 2018, at 4:30 PM
Founder's Conference Room