

**BRIGHTON MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING**

**APPROVED MINUTES
March 19, 2018**

PRESENT

Linda Rapkin
Ruth Scott
Andy Kappy
Kathy Miller
Harriet Seigel

Jason DiPonzio
Kris Lamendola
Jennifer Ries-Taggart

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

I. MATTERS OF THE PRESIDENT

Ms. Rapkin and Ms. Ries-Taggart reviewed the Comptroller's audit report and determined that it is sufficient for the Library Board President and two Library Board members to review the bills with full back up documentation each month. Board members Ms. Miller and Ms. Seigel volunteered to arrive early to review the bills before the monthly meetings. The bills with full back up documentation will also be made available at the Library Board meetings, as well as the bill abstracts and sign off sheet. Ms. Rapkin concluded with a review of the multi-step library bill approval process.

Ms. Rapkin stated that Eric Bach, JD is researching the setup of a library foundation. She would like work on the bylaws to begin shortly.

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

II. APPROVAL OF MINUTES

The Minutes of February 19, 2018, were distributed for review and approval. Ms. Miller MOVED and Mr. Kappy SECONDED THE MOTION to approve the Minutes of February 19, 2018. THE MOTION WAS CARRIED UNANIMOUSLY.

III. ACTION ITEMS

The Recommendation to Adopt 2018-2021 BML Technology Plan was submitted for approval. Mrs. Scott MOVED and Ms. Miller SECONDED THE MOTION to approve the Recommendation to Adopt 2018-2021 BML Technology Plan. 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 March 2018 was submitted for approval in the amount of \$19,320.52. There are no Gift Fund Bills for March 2018. Ms. Miller MOVED and Mrs. Scott SECONDED THE MOTION to approve the List of Bills for March 2018. THE MOTION WAS CARRIED UNANIMOUSLY.

V. OTHER BUSINESS

On behalf of the board, Ms. Rapkin complimented and commended the Friends for the extremely successful March book sale. The board recognizes the hard work and countless hours put into the book sales by so many Friends.

There being no further business, Mr. Kappy 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:

April Board Meeting

April 16, 2018, at 4:30 PM
Founder's Conference Room