

# Wilson Community Library Meeting Minutes

August 10, 2020

Attendees: Pauline Kurtz, Kathy Neville, Diane Muscoreil, Kate Peck, Melissa Langridge, Meghan Brauer, Janet Hoffman

Meeting called to order 7:04

Approval of July Meeting Minutes-Kathy/Pauline-**Approved**

## Correspondence

- Thank you notes from Melissa Miller and Sarah Bowman for their interviews.
- Application for Extension of Time to File and Exempt Organization Return has been approved it is now November 15, 2020.

## Treasurer's Report

- Accts reconciled through August 10, 2020
- Quarterly status is up to \$286, 406.59.

## Bills to be Paid as presented-Pauline/Kathy-**Approved**

- Verizon- \$138.86
- Centurylink- \$7.86 Long Distance
- Verizon- \$136.73
- Selective Insurance- \$373.00
- National Grid- \$183.42
- Spectrum- \$104.98
- National Fuel: \$136.00
- DC Janitorial- \$240.00-Cleaning for July
- Meyers Accounting- \$75.00- Payroll April-June

## Director's Report

- See Director's Report for details
  - In order to get the faster internet we will need to update all the wiring. It needs to be done from the basement. Will ask Thilk's to add it to the 2019 Grant.
- Hoopla is raising their rates. Starting January 2021, we will be charged based on usage. Their estimate for January to June is \$1670.00. We will be charged monthly based on usage. Need to put \$3500 in the budget for next year.

## Old Business

- 2019 Grant~ still waiting
  - We will have to add to the 2019 Grant due to needing new wiring for the faster internet.

## New Business

# Wilson Community Library Meeting Minutes

August 10, 2020

- New director is Meghan Brauer. She began work on August 10<sup>th</sup>.
- **Construction**
  - Fire alarm wiring is ongoing. They are working on a script. Jeff will get us a timeline
  - Drywall will continue. Half of the upstairs is completed.
  - Marge and Melissa met with Mike Seeley to get clarification on the teen room design. The plan has been clarified.
  - We will be having a separate meeting with Jeff to clarify the lines of communication. Change orders will be required from now on. We will also be discussing the changes in the budget.
  - Marge has also been in contact with Kevin White about door options~ this is ongoing
- Take \$70,000 out of the Endowment Fund to finish paying for the renovation/construction project expenses for the 2018 Grant- Kathy/Pauline- **Approved.**

## **Gift and Donation Guide**

- We will look at the layout that Melissa gave us and discuss again at the next meeting. Immediate thought was to condense the money steps.

**Motion to adjourn-Kate/Pauline-8:37pm**