**Gilman Library Trustees Meeting Minutes**

Library Meeting Room – Tuesday, September 1, 2020

**PRESENT**: Betty Jane Meulenbroek, Kristine Simone, Annette Slipp, Karen Petelle and Librarian, Holly Brown

**CALL TO ORDER: 4:18 PM by Betty Jane**

Minutes of the August 4, 2020 meeting were reviewed.

\*Motion to accept made by Kristine; seconded by Betty Jane. Passed.

**Treasurer’s Report** Balances as of July 31, 2020

General Checking - $57,774.79

Money Market (Profile Fund 1) - $28,136.00

Nancy Jordan Memorial Fund - $1,259.06

Other Funds – Money Market held by RBF/Fidelity $49,555.17 (Account summary ending balance June 30, 2020). Margaret Kayser Memorial Fund $1,951.70 (reflected in General Checking balance). Capitol Reserve Fund (held by town) Approx. $25.00

Copies – $1.35

Replacement Card – $1.00

Membership - $20.00

Fax/Scan - $7.00

Coffee – $7.50

Donation/Consc. Jar –$11.55

Town of Alton - $521.19

Fidelity transfer (Program Funds) - $1,500.00

\*Motion to accept treasurers report made by Annette; seconded by Karen. Passed.

**New Business**

\*Motion to make Kristine our primary contact person for Hartford Insurance made by Annette; seconded by Karen. Passed.

\*Discussion of officers named as follows:

\*Annette – Chair

\*Betty Jane – Vice Chair

\*Karen – Secretary

\*Kristine – Treasurer

Motion to accept officer slate made by Karen; seconded by Kristine. Passed.

\*Motion to change meeting start time from 4PM to 5 PM going forward made by Kristine; seconded by Karen. Passed.

\*Motion to move into closed session made at 5:05 by Annette: seconded by Betty Jane. Passed.

\*Motion made by Annette to accept the budget with changes made in closed session; seconded by Kristine. Passed

\*Motion to adjourn at 6:18 PM by Karen, seconded by Kristine. Passed

Next business meeting – Tuesday, October 6, 2020 at 5:00 PM

Respectfully Submitted,

Annette Slipp, Secretary

Library Trustee