**Willington Public Library**

**Board of Directors**

**Meeting Minutes**

7 Ruby Road, Willington CT

**Budget Meeting - February 19, 2019**

Meeting was called to order at 7:14 p.m. in the conference room at Willington Public Library. Quorum was not established.

**Attendees present:**

Sarah Peck, Chair

Mary Pat Maloney, Vice Chair

Heather Alexson, Treasurer

KristinePalacios, Library Director

**Absent:**

Shari Cote, Jennifer Pallo, Joy Wrona

**Approval of Minutes**

Minutes from the January 8 monthly meeting and the two budget workshops held on January 15 and 29 were not voted on, since a quorum was not reached.

**Reports:**

Treasurer’s Report - n/a

Director’s Report - submitted and discussed

**Present to Speak:**

n/a

**Communications**:

Reviewed letter outlining EMCOR’s maintenance proposal

Received letter from library aid, giving two-week notice.

**Old Business:**

Copier - paperwork has been signed and will be delivered soon.

**New Business:**

 Email account - the active email account for the Board is willingtonlibrary@gmail.com

 Finance options - Heather Alexson will finalize details of higher yielding account(s) for funds.

 Mary Pat Maloney will be added as a signatory on the New Alliance accounts.

 Long-term maintenance - discussed building projects. Kristine Palacios will write up a building assessment and the priority for completion of each project for the next meeting.

**Meeting went into Executive Session at 7:56 in order to discuss a new hire and staff behavior.**

**Adjourned from Executive Session a 8:45**

**Meeting adjourned at 8:46 p.m.**

Respectfully submitted,

Mary Pat Maloney, Vice Chair (acting as Secretary)