

Conway Public Library Board of Trustees
Meeting Minutes
August 19th, 2019

Trustees Present: Peter Innes, Lucy Philbrick, Alison Memoli, Tim Westwig, Hans Hildebrand, Julie Laracy, David Paige

Trustees Absent: None

Library Staff Present: David Smolen, Jeff Beavers

Members of the Public: None

1. **Call to Order.** Meeting was called to order at 5:00PM.
2. **Meeting Minutes.** July 15, 2019. Motion made by Hans to accept the minutes, second by Amy. All in favor 6-0-1. . (DP abstained)
3. **New Business. Investment Policy.** Brian Sanford and Amy Tardiff from Charter Trust reviewed the library investment portfolio. Brian presented a quick overview of the global economy and explained Charter's strategy for the near future. Brian responded to questions from the Trustees. Motion made by Hans , second by David to reaffirm the policy, all in favor 7-0. Amy Tardiff presented the "Investment Objective form" for Chairmen Innes and Treasurer Paige to sign.
4. **Treasurer Report.** David Paige presented his report. Motion made by Hans, second by Tim, to accept the report. All in favor 7-0.
5. **Unanticipated Revenue.** Director Smolen reported \$57 in unanticipated revenue collected from July 15th to August 17th. All in favor 7-0.
6. **Director Report.** Director Smolen presented his report. A discussion ensued on the invoice in the amount of \$700 received from Hasting Malia P.A. on legal work performed related to the Kate Belisle termination matter. Motion made by Lucy to pay the bill with unanticipated revenue if there is enough in the account. Any remaining balance not covered by unanticipated revenue to be paid for by the operating budget. All in favor 7-0.
7. **Friends of the Library Report.** Lucy presented her report. Flatbread fundraiser, NHHC program, gardening.
8. **Programs Policy Review Draft.** Discussion ensued on the second draft of the policy. No votes were taken.
9. **Family Visitation.** Discussion ensued about the letter. The Board authorized director Smolen to send the letter. No votes were taken.

Respectfully Submitted,

David Smolen