**PAWLING FREE LIBRARY**

**Board of Trustees**

**Minutes of Meeting**

**Nov. 13, 2014**

**Attendees:** Verna Carey, Karen Franco, Stephanie McLaughlin, Dennis Munnelly, Janet Prince, Nick Robertshaw, Frank Sinisi, Brian Smith and Casey Conlin (Director)

**Absent:** Cliff Johnson

**Trustees Emeritus:** George M. Coulter, D.D.S. and Betsy Brockway

Meeting opened at 6:55 with Pledge of Allegiance.

**Minutes of Previous Meeting**: Approved by Brian Smith & 2nd by Stephanie McLaughlin. All in favor.

**Director’s Report:** This report has been sent to all trustees and was approved by Brian Smith and 2nd by Karen Franco. All in favor.

**Treasurer’s Report:** This year’s budget is on target. Considerable discussion re: new budget, in process of being put together. There will be some changes from last year with a slight rise in salaries, as well as rise in health care. We will put $12,000 in operating fund and potential budget is $421,000. We will vote on budget in January

**Old Business:**

**Annual Appeal:** Casey showed us a sample of letter and we were all very pleased with the look of the letter. Will be sent to mailing house this week.

**Xmas Book Sale:** Those who can help should be at yellow house 5:00 p.m. on Thurs. night for setup and let Casey or Kathleen know when you can work. Stephanie is taking flyers to schools and Frank has a couple of tables we can use.

**Public Relations:** No action other than Appeal letter going out.

**New Business:**

Nick, Verna and Casey will attend Trustee workshop at MHLS on Nov. 20th.

**Executive Session:**

Session convened at 7:55 p.m. for the purpose of discussion re: personnel issues. After considerable discussion, no action was taken and session ended at 820 p.m.

Motion to Adjourn by Brian Smith and 2nd by Karen Franco.

Respectfully Submitted by: Verna Carey, Secretary

**Next Meeting December 11, @ 6:45 p.m.**