

**Weeks Public Library
Trustees Minutes
Tuesday, June 9, 2009**

Present: Kate White, Adele Wick, Mark Fodero, Dale Rockefeller, Ashley O'Brien,
Denise Grimse, Julie Gilston
Meeting start time: 04:40 PM

1. Approve Minutes: The May minutes were approved after corrections were made.
2. Director's Report: Denise introduced our new teen advisor, Ashley O'Brien. The director's report was reviewed.
3. Accept Donations: Donations of \$248.02 in grant money, received after the May deposit, were accepted by the Trustees. A donation of \$20.00 was also accepted.
4. Old Business:
 - a. Alternate Trustee: We would like to have an alternate Trustee to sit on the board. Ashley suggested her aunt, she will report to us of her interest.
 - b. Overdraft Protection: Overdraft protection is not available for the Library account. There was only one time that there was an issue with an overdraft. We will consider other options.
 - c. Personnel Manual Updates: It was decided that there was not enough time to read the sample policy. We will address this in the next meeting.
5. New Business:
 - a. Right-to-Know Law Update: There is to be no Library business conducted via email.
 - b. Building Fund Account: There are two accounts, and they need to remain separate.
 - c. Policies: There are two new policies, a behavioral and an unattended children policy. These will be posted in the Library and on the website.
6. Other: There are new landscape timbers on the edge of the lawn and driveway. We hope these will protect the lawn.
7. Next meeting: July 7, 2009

Adjourn time: 5:50 PM

To do list: We will all review the policy on personal leave.