Present: Peter Gamba, Martha (Marty) Roberts, Val Brechko, Diane Krans, Mike Ballard, Deb Connelly, Connie Glover, Kristen Flynn-Comstock, Sandi Perl

Staff: Angela Gonzalz, Director

Meeting called to order by Peter Gamba at 6:30

Public Comment: none

1. Adoption of the agenda: Val Brechko moved to adopt the agenda. Motion seconded by Mike Ballard. Motion passed unanimously.

2. Approval of minutes for the October 2019 meeting: Diane Krans moved to approve the minutes of the October 2019 meeting minutes as submitted. Val Brechko seconded the motion. Motion passed with 6 votes and 3 abstentions.

3. Payment of the bills for October 2019. Marty Roberts moved to pay the bills for September 2019. The motion was seconded by Kristen Flynn-Comstock and passed unanimously.

4. Library director’s report: see attached.

5. Standing Committee Reports:
   a. Finance Committee: Scheduling a meeting for the first week in December.
   b. Policy Review Committee: Did not meet.
   c. Building Committee: Met on October 28th with engineer. Will be sending revised schedule that will increase the cost by roughly $3000 due to revised plans.
   d. Nominating Committee: Did not meet. Will plan to meet in January.
   e. Personnel Committee: Met on 10/30/19, and 11/21/19. Health insurance costs have gone up; committee recommendation is to increase the library’s contribution to the maximum amount allowed under the QH

6. Old Business:
   a. Rebranding update: New logo and catch phrase have been decided upon and the library is moving forward with implementing them.
b. Weathervane update: No update.

7. New Business:
a. Proposed automatic renewal 1/1/20: *first renewal will be automatic for all materials except new items, those with holds and new DVD’s*. Vote will be next month.
b. Proposed *with and without donor restrictions* language in Financial Policy: will vote on next month.
c. Proposed Empire Passes policy update: staff proposed change to only allow adults to take out the pass. Some discussion regarding pros and cons, can be further discussed at the next meeting prior to voting.
d. *Staff holiday brunch and art project Tuesday, December 10, library to open at 11:30 am.* Kristen Flynn Comstock made a motion to have the library open at 11:30 on Tuesday, December 10th. Seconded by Marty Roberts. Passed unanimously.
e. Executive Session- personnel matters
f. Marty made a motion to go into executive session to discuss a personnel matter. Seconded by Diane Krans.
g. Marty made a motion to end executive session, Kristyn Flynn-Comstock seconded and it passed unanimously.

8. Adjourn: Marty Roberts moved to adjourn the meeting, Kristen Flynn-Comstock seconded the motion and it passed unanimously.

Respectfully submitted,
Deb Connelly