

Accepted
5/14/18

MEETING OF THE MONTEREY LIBRARY TRUSTEES
Held at the Monterey Library
April 30, 2018

PRESENT: Shannon A Castille, John Higgins, Mickey Jervas
Lisa Smyle and MaryPaul Yates
Library Director Mark Makuc
Absent - No one

Meeting was called to order - 7:33pm.

DIRECTORS REPORT: There has been another directive from the Accountant. Other than the standard telephone, electric, etc. payments, if payment requires a receipt to accompany the check then that check will be written by the accountant and returned to library for assembly and mailing. There are a number of these payments that are produced by the library; subscriptions and museum passes to name just two. Check will probably be sent to Town Hall where it will be placed in the library box. Mark will have to check the box more often so payments don't linger there. Then he will have to assemble checks and receipts and mail them. This will most certainly delay payments. This procedure was always handled by previous accountants. And this is just the latest work added to Mark's load. It was suggested that an hour be added to Mark's hours to help offset added accounting duties.

By motion made by John and seconded by Shannon it was agreed that we would request \$1,270 be added to library wages at Town Meeting. The vote was unanimous.

No change will be made in general budget to cover added mailing costs.

CHAIR'S REPORT: None.
OLD BUSINESS: None.
NEW BUSINESS: None.

The meeting was adjourned at 8:15pm by motion made by John and seconded by MaryPaul Yates

NEXT MEETING: Monday, May 14, 2018 - 7:00pm
Agenda - Organization - Election Chair & Secy
Building program

Submitted by: Mickey Jervas, Secretary