

Gloucester Lyceum & Sawyer Free Library
Board of Directors - Meeting Minutes
Wednesday, October 26, 2016

Present:

Barbara Braver	Meredith Fine	Deborah Kelsey, Library
John Brennan	Bill Fonvielle	Director
Fred Cowan	Howard Frisch	Wendy Quinones
Emily Glover – left 6:30		Dana Toby

Also Present:

Kevin Buckley and Alex Corbet, Knight, Bagge & Anderson, Inc., Owner's Project Manager
Brad Dore, Dore & Whittier, Architect
Peter Feinstein, Building Committee Chair
Vince Luccitelli and Christine Brunch, Luccitelli & Co. CPA

1. 5:35 Call to order
2. Approval of the September 28 and October 12, 2016 minutes
A motion was made to approve the September and October minutes as corrected. Meredith Fine abstained. All others voted in favor.
3. Fred Cowan posed questions and expressed his thoughts about the future of the Saunders House
 - Meredith Fine agreed to have a title search conducted
4. Policies
 - i. News media and public inquiries during and emergency
 - ii. Protection of vulnerable populations
 - iii. Public spaces revision
 - iv. Acceptable behavior policy revision**A motion was made to approve the policies as submitted. There was no further discussion. They were unanimously approved**
5. Audit Review

Vince Luccitelli provided an overview of the audit stating that:

 - There were not many changes this year – net assets slightly dipped due to no significant contributions this year
 - Prior permanently restricted donations and how they were handled in the past compared to now and that a board policy needs to be created regarding donations
 - Also the need to revise the procedure for incoming checks**A motion was made to accept the Auditors Report as presented. Howard Frisch and Fred Cowan abstained from the vote, all others approved the motion.**
6. Meredith Fine acknowledged Howard Frisch's service
7. Discussed holiday closure schedule for the library
A motion was made to close the library on December 24, 2016. It was approved unanimously.
8. Increase in Rail System Expense
A motion was made to ratify the amount Deborah Kelsey was authorized to pay for the Rail System in the amount of \$2,850.00. It was approved unanimously.
9. Meredith Fine's contact information sawyerfreelibrarypresident@gmail.com – please make sure to use this address.
10. There were no further matters for discussion the meeting was adjourned at 6:50PM

Minutes respectfully submitted by Mary-Kathryn Gray