1. Opening of Meeting

A. Call to order
Mr. Kevin Botterbush, President, presided and called the meeting to order at 6:28 p.m. (tornado warnings and inclement weather delayed start of meeting).

B. Determination of a quorum

Members present:

Mr. Kevin Botterbush  President
Ms. Kim Shoemaker   Trustee
Mr. Dan St. Peters   Trustee
Mrs. Mary Lou DeGrand Watson   Trustee

Members Absent:

Dr. Melissa Batchelor  Secretary    Excused
Mrs. Karen McAtee  Treasurer    Excused
Mr. Peter Tassinari  Vice President    Excused

Others present:

Ms. Bernadette Duvernay  Executive Director – THPLD
Ms. Sue Hardin  CFO / Asst. Dir. of HR – THPLD

C. Recognition of visitors to the meeting

There were no visitors in attendance.

D. Approval of agenda and requested changes to consent items

A motion was made by Mr. St. Peters, seconded by Mrs. Watson, to approve the agenda. There were no changes to the consent items.

A roll call vote was taken:
Batchelor  Absent
Boterbush  Yes
McAtee  Absent
St. Peters  Yes
Shoemaker  Yes
Tassinari  Absent
Watson  Yes

Motion carried.

2. **Open forum**

Mr. Boterbush acknowledged that no “Request to be Heard” forms had been submitted.

3. **Approval of Consent items**

A motion was made by Ms. Shoemaker, seconded by Mrs. Watson, to approve the consent items as follows:

A. Approval of the minutes of the regular meeting conducted on May 24, 2018;
B. Approval of the bill lists for the periods ending May 4, 2018 and May 18, 2018 payable on the same dates;
C. Approval of the Financial Statements for the months ending May 31, 2018 subject to audit;
D. Resolution to transfer unexpended General Fund cash to the Building & Equipment Fund;
E. Resolution to transfer Working Cash interest earnings to the Building & Equipment Fund;
F. Resolution of the Determination of Prevailing Wage Rates;
G. Resolution of Investment Policy Compliance.

A roll call vote was taken:

Batchelor  Absent
Boterbush  Yes
McAtee  Absent
St. Peters  Yes
Shoemaker  Yes
Tassinari  Absent
Watson  Yes

Motion carried.
4. **Committees**

   A. **Board Policy Development**
      No meeting; no report

   B. **Building & Equipment**
      No meeting; no report

   C. **Finance & Insurance**
      The Finance and Insurance Committee met to review the General Fund budget for FY 2019. The total budget increased by $42,500, or 1.72% over the FY2018 budget.

   D. **Personnel**
      No meeting; no report

5. **Director’s Report**

   Ms. Duvernay discussed the following topics in addition to her written report:
   - Auditors from Sheffel Boyle CPA will be onsite the week of July 23;
   - We have hired Linda Craver to replace Marilyn Stewart as Business Operations and Human Resources Assistant;
   - There were 51 children in attendance at today’s Storytime; Summer Reading Program has been very well attended this year – 400 children participated. The teen numbers were remarkable – 51 teens participated.

6. **General Discussion**

   There was no additional general discussion.

7. **General Fund Budget**

   A motion was made by Mr. St. Peters, seconded by Mrs. Watson, to approve the FY 2019 General Fund budget as recommended by the Finance and Insurance Committee.

   A roll call vote was taken:

   - Batchelor: Absent
   - Botterbush: Yes
   - McAtee: Absent
   - St. Peters: Yes
   - Shoemaker: Yes
   - Tassinari: Absent
   - Watson: Yes

   Motion carried.
8. **Closed session**

The closed session was postponed to the July meeting.

9. **Adjournment**

There being no further business, the meeting was adjourned at 6:36 p.m.

Approved by THPLD board action on **July 26, 2018**.

[Signature]

Melissa Batchelor, Secretary