1. **Opening of Meeting**

A. **Call to order**
Dr. Melissa Batchelor, Secretary, presided and called the meeting to order at 6:00 p.m.

B. **Determination of a quorum**

Members present:

Dr. Melissa Batchelor  
Mrs. Karen McAtee  
Ms. Kim Shoemaker  
Mr. Dan St. Peters  
Mrs. Mary Lou DeGrand Watson

Secretary  
Treasurer  
Trustee  
Trustee  

Members Absent:

Mr. Kevin Botterbush  
Mr. Peter Tassinari

President  
Vice President  
Excused  
Excused

Others present:

Ms. Bernadette Duvernay  
Ms. Sue Hardin

Executive Director – THPLD  
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  Yes
Botterbush  Absent
McAtee  Yes
St. Peters  Yes
Shoemaker  Yes
Tassinari  Absent
Watson  Yes

Motion carried.

2. **Open forum**

Dr. Batchelor acknowledged that no “Request to be Heard” forms had been submitted.

3. **Approval of Consent items**

A motion was made by Mrs. McAtee, seconded by Mr. St. Peters, to approve the consent items as follows:

A. Approval of the minutes of the regular meeting conducted on April 26, 2018;
B. Approval of the bill lists for the periods ending April 6, 2018 and April 20, 2018 payable on the same dates;
C. Approval of the Financial Statements for the months ending April 30, 2018 subject to audit.

A roll call vote was taken:

Batchelor  Yes
Botterbush  Absent
McAtee  Yes
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**
Ron Peach, of Lewis Insurers, presented his proposal for casualty, property and liability insurance policies to the Finance and Insurance Committee on May 23, 2018. The overall yearly cost of our combined policies is approximately $10,000 less than FY2018 rates, primarily because of our improved Workers Compensation rating. There was also a decrease in the pricing for our Public Officials Treasurer’s bond. The Committee recommended approval of the proposal.

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

5. **Insurance**
A motion was made by Mrs. Watson, seconded by Ms. Shoemaker to approve the FY2019 proposal for casualty, liability and property insurance policies as recommended by the Finance and Insurance Committee.

A roll call vote was taken:

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
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<tbody>
<tr>
<td>Batchelor</td>
<td>Yes</td>
</tr>
<tr>
<td>Botterbush</td>
<td>Absent</td>
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<tr>
<td>McAtee</td>
<td>Yes</td>
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<tr>
<td>St. Peters</td>
<td>Yes</td>
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<tr>
<td>Shoemaker</td>
<td>Yes</td>
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<tr>
<td>Tassinari</td>
<td>Absent</td>
</tr>
<tr>
<td>Watson</td>
<td>Yes</td>
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</tbody>
</table>

Motion carried.

6. **Director’s Report**
Ms. Duvernoy discussed the following topics in addition to her written report:
- FY 2019 Operating budget will be ready for consideration by the Finance & Insurance Committee within the next two weeks;
- There are leaks in the roof of the Friends of Hayner Library building on State Street. Repairs have been scheduled.

7. **General Discussion**
There was no additional general discussion.

8. **Closed session**
The closed session was postponed to the June meeting.
9. **Adjournment**

There being no further business, the meeting was adjourned at 6:16 p.m.

Approved by THPLD board action on **June 28, 2018**

[Signature]

Melissa Batchelor, Secretary