

**Wells Village Library Trustees  
Special Meeting  
October 16, 2017-6:00 P.M.  
Minutes (Approved – November 20, 2017)**

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**Present:**

Trustees: Alex Brewster, Lisa Mattison, Michelle Bates

Wells Village Library Staff: Joy Brewster

Guests: None

**1. Call to Order:**

Alex called the meeting to order at 6:02 p.m.

**2. Additions, Deletions and Changes to Agenda:**

- Adding clarification on timelines for posting meeting agendas and meeting minutes.

**3. New Business:**

- a. Update bank account signers.
  - i. Lisa made a motion to update the bank account and credit card signers to be the current Library Director (Joy Brewster), Board Chair (Alex Brewster) and Treasurer (Lisa Mattison). Michelle seconded the motion. The motion passed.
- b. FY '19 Town Budget.
  - i. We reviewed the budget narrative and proposed FY19 budget.
  - ii. Michelle made the motion to submit the proposed Wells Village Library budget to the Select Board. Lisa seconded the motion. The motion carried.
  - iii. Our next step is to reach out to the Select Board to find out how they would like to work together on this process.
- c. Clarification on timelines for posting meeting agendas and meeting minutes.
  - i. We reviewed a memo from the Town Clerk regarding upcoming and ongoing deadlines.

**4. Set Next Regular Board Meeting:**

Anticipated November 20, 2017 at WVL, 6:00PM

**5. Executive Sessions:**

- No business requiring executive session was needed, so no executive session was held.

**6. Other Lawful Business:**

- No business was noted.

**7. Adjournment:**

- Lisa made a motion to adjourn the meeting. Michelle seconded the motion. The meeting was adjourned at 6:31pm.

Respectfully submitted,  
Lisa Mattison, Acting Secretary