

**Pettee Memorial Library
Board of Trustees Meeting
December 11, 2018 at 6 pm**

Meeting called to order at 6:01.

Present: Carolyn Palmer, *chair*, Louis Clark, *treasurer*, Amy Swanson, *secretary*, Jason Staloff, Karina Martin, Allison Maynard, and Angela Yakovleff.

Meeting called to order at 6:01.

No potential additional items to the agenda.

No public comments.

Secretary's report: November's minutes approved as written. Louis moved to accept the minutes, Carolyn seconded and so moved.

Treasurer's report: attached. Karina moved to accept the report, Amy seconded and so voted.

Librarian's report: attached. Carolyn accepted a motion to approve the space planning design plans, Louis made a motion, Jason seconded and so moved.

Youth Librarian's report: attached.

By-law discussion – Jason approved to accept the by-laws with two edits, Amy seconded, and so voted.

Next meeting is January 8, 2019 at 6:00.

Meeting adjourned at 6:50.