

Board of Directors Meeting Notes

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| Date | January 11, 2023 |
| Participants | Stephanie Schreiber (virtual), Stephanie Jacobs, Jay Melvin, Alia Emery, Chris Thomas, , Marissa Loeb, Sharon Wilson, Kelly Jacoby, Kelly Ruth Absent: Kai Miller, Melissa Krishock |
| Agenda Items: | Call to order 7:03 pm |
| Opening Motions | Welcome & introductions to prospective board members, Dan Gassertand Taylor Ferretti by Steph S. Thank you to Kelly Ruth for all of her service & dedication, gift presentation Jay motioned to accept minutes from the December 2022 meeting; Steph J. seconded; The vote passed unanimously. |
| Trustee Reports: | Steph S., Jay and Chris stated no report; Alia updated the status of the request for ARPA funding; the county has no appropriate funding for the construction project at this time, but will keep us in mind for future funding. Steph J. discussed literacy council program to run certified ESL classes at library, they would provide training English Forward Training |
| Treasurer's Report | Steph J. and Sharon stated balance sheet is fine, discussed P&L sheet changes: left over amount is about \$10,300, \$25,000 reimbursement is still not in; Centre twp money did come in with an increase, mail fund sent out, money still coming in and in range of previous years' income; Thank you notes/meeting visits to twp. That increase/maintained funding & demonstrate what money is used for Jay motioned to accept the December 2022 Treasurer's report; 2nd by Chris; The vote passed unanimously. |
| Director's Report | Programming- genealogy program coming up February 15th at 6:30-7:30; Kelly stated Ron Long/AARP will be using library for tax prep again on Mondays most likely, will need bake sale items Reviewed upcoming Fundraisers - Chick-fil-A Jan 23-28; Sandwich Sale Jan. 21st; snackbar needs donations Long range strategic plan-draft for 2023-2026 due at the end of January Board- roster updates needed, fill out Trustee Update form |

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| | <p>Will post December minutes online</p> <p>Building- piece of siding fell off, waiting for Dolan to come put on and water filter needs to be replaced; Lisa Werley wants to reserve room for financial classes sometime soon</p> <p>Staff Evaluations- self evaluation in Jan., formal evaluations in Feb. and once again before next year's budget process begins;</p> <p>Clerk 1 and Clerk 2 job descriptions created, including hours and cleaning duties</p> <p>Steph S. motion to approve new job descriptions for Clerk 1 and Clerk 2; 2nd by Steph J. The vote passed unanimously.</p> |
| Friends Report | <p>No report; Sandwich sale Jan. 21 & 22</p> <p>Next meeting Jan. 17</p> |
| County Library System | <p>Steph S. stated no report</p> |
| Policy Review Committee | <p>Melissa sent latest draft via email; discussion of fees/security deposit for nonprofit and for profit</p> <p>Steph J motioned to approve the policy amendments; 2nd by Jay;</p> <p>The vote passed unanimously.</p> |
| Development Committee | <p>Kelly J. gave a summary of the Armchair Horse Race planning meeting 12/29; library to focus on donations, bake sale, raffles and hands-on help; request letter available, money will go to building fund; event on March 11; Next committee meeting Jan. 17 at 6:00.</p> |
| Other Business | <p>Steph J. motioned to accept Kelly Ruth's resignation; 2nd by Chris; Jay motioned to nominate Dan Gassert as a board member for a 3 year term; 2nd by Steph S.; The vote passed unanimously.</p> |
| | <p>Steph S. motioned to adjourn meeting, 2nd by Chris; Meeting adjourned 8:42 pm</p> |
| Next Board Meeting | <p>Next meeting will be on Wednesday, February 8, 2023 at 7:00pm.</p> |