

Date: March 9, 2023

Present: Joey Nicosia, Tanya Taylor, Lynnette Morrison, Keeley Kuperus, Sue Oberdorf, Chris Mizro, Andrea Windus, Jennifer Stell, Kimberly Russell

Absent: Debora Barry

Call to Order by Joey Nicosia at 6:01pm

Special Board Meeting: A special board meeting met and called to order 2/23/23 at 4:32 pm to vote on the Tax Cap Resolution; motioned by Sue and 2nd by Chris; unanimously approved by Joey, Sue, Chris, Deb, and Andrea meeting adjourned at 4:32 pm.

Public Comment: No public attendance.

Secretary's Report: Review of minutes.

Motion to approve Secretary's Report made by Sue, seconded by Chris and passed unanimously.

Policy Approvals:

- Board Member Code of Ethics
- CEO & Treasurer Code of Ethics
- Open Meeting Policy
- Trustee Education Policy

Motion to approve all four policies made by Sue, seconded by Andrea and passed unanimously.

Treasurer's Report: Review of abstract and budget report.

Motion to approve abstract made by Chris, seconded by Andrea and passed unanimously.

Motion to approve budget report made by Keeley, seconded by Chris and passed unanimously.

Director's Report: Review of Director's Report.

- Received Tummonds Fund grant
- Tanya has been working on Annual Report along with Tax Cap Resolution
- The clock museum had a clock stolen, but the museum has video recording, once captured will have a perfect view of the person.
- Finalized the 2023-2024 Fiscal budget
- Hoffman's Lease still needs to be completed, hope to have it sent off by the end of March.
- Staff Spotlight: Julie Howard.

Committee Reports:

- Friends of the Library meeting 3/10/23 regarding the book sale.
- Finance committee will schedule a meeting to discuss cash reserves.

Old Business:

- Approve staff job descriptions.
 - Motion made to approve all staff job descriptions made by Sue, seconded by Kim, passed unanimously.

New Business:

- Approve to hire Jasmine Guardian, Library Clerk Part-time, \$14.20 effective February 13, 2023
 - Motion to approve hiring Jasmine made by Kim, seconded by Sue, passed unanimously.
- Approve the Library 2023 -2024 Budget
 - Motion to adopt the 2023-2024 proposed budget increase of 2.5% made by Kim, seconded by Sue, passed unanimously.
 - Motion to have a budget hearing May 11 at 6pm made by Keeley, seconded by Andrea.
 - Motion to have Finance Committee meet in October, November 2023 to prepare for minimum wage increase made by Keeley, seconded by Chris.
- Director Evaluation
- Open board positions (2)
- Trustees Trainings
- Old business for next meeting, review the amount the library pays in health insurance for each employee

Motion to adjourn the meeting made by Andrea, seconded by Chris at 8:10pm

Next Meeting: April 13, 2023

Submitted by Keeley Kuperus

Updated by Keeley Kuperus 4.13.23