

Scio Memorial Library
Minutes

December 15th, 2022

The concerns of a library board of trustees are:
*Finance *Policy *Planning *Personnel *Advocacy

Present: Deb Root
Carol Bush
Linda Clayson
Carole Wells
Carolyn Miller
Absent: Donna Emrick (excused)

Raeanne Smith
Belinda Thompson (later)

The December meeting was called to order at 9:35 a.m. and the pledge recited. The minutes of the November meeting were approved, subject to revision concerning the term expiration dates. Motion was made by Carole, seconded by Deb with all in favor.

In the unanticipated event that new board members are added to increase the number or to fill vacancies, we resolved to be clear about whether the new member is adding to the board or filling the remainder of an unexpired term. For clarification purposes all terms end on the last day of a calendar year.

Carol Bush	re-elected as of 1/2023	2027	Vice-President
Carolyn Miller	re-elected as of 1/2023	2027	Secretary
Deb Root	re-elected as of 1/2023	2027	President
Donna Emrick	elected 9/2022	2027	
Linda Clayson	elected 7/2021	2025	
Carole Wells	elected 2/2019	2023	Treasurer

Each office holder agreed to continue and the election of officers and approval of the term schedule was approved unanimously upon motion by Carole, seconded by Carol.

The treasurer's report was discussed, and it was noted that our bookkeeper, Glenn Smith, is leaving the firm and another person will be assigned to our account. Obtaining bids for a possible replacement was deferred for the time being by common consent. Continuing with the present firm was decided upon motion by Carole, seconded by Deb, with all in favor. The report was approved upon motion by Carol, seconded by Linda with all in favor. The bill schedule was presented and there being no questions, it was approved upon motion by Linda, seconded by Deb, with all in favor.

Cancellation of the Doyle security service was undertaken and will soon be officially terminated. Raeanne will look into cancellation of the second line, used for the fax machine. Fraudulent charges appearing on the credit card have been eliminated. The insurance refund has been received and the family leave rider added. The technology grant refund has likewise been received.

The director's report was presented and discussed generally. The fax line may be dispensed with due to lack of use and as a cost-saving measure. The report was accepted upon appropriate motion, with all in favor.

The library director and librarian were thanked for their excellent services.

In the new year sexual harassment training will be completed, and policy review and updating will be undertaken regularly.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Carolyn Miller, Secretary