Scio Memorial Library
Board Meeting Minutes
April 10th, 2025

Present: Carol Bush, Deb Root, Donna Emrick, Linda Clayson, Belinda Thompson, Carole Wells, Carolyn Miller, Raeanne Smith, Director

Call to Order and Preliminaries

The meeting was called to order by Deb at 11:00 a.m. Following the pledge, a motion was made by Carole to approve the minutes of the January meeting. The motion was seconded by Belinda, with all in favor. (Note that the February meeting became a work session as there was not a quorum.)

No correspondence was reported.

The February financial report was accepted upon motion by Carol, seconded by Linda, with all in favor. The March financial report was accepted unanimously upon motion by Belinda, seconded by Carolyn. The February bill schedule was approved with the notation that one vendor's charge was adjusted upon motion by Donna, seconded by Carol. All were in favor. The March bill schedule was approved upon motion by Carolyn, seconded by Belinda, with all in favor.

Director's Report

Raeanne expanded upon her written report and favorable comments were exchanged.

New Business

The process of reviewing, updating, revising and adopting existing and new policies, having been discussed in two work sessions, after considerable research by Raeanne, has been accomplished to the following extent which will be reflected in our Bi-Laws and Policy Manual:

Carol moved and Carole seconded that the presented version of the following policies go into effect: Open Meeting, Insurance, Investment and Circulation. All were in favor.

The Mission Statement, Bylaws and Building Repair and Building/Property Use policies were presented and approved upon motion by Carole, seconded by Donna, with all in favor.

To be considered as a first reading were the Library Bill of Rights, New York State Public & Association Libraries Minimum Standards, and the Online Bill Paying policies. Approval will be on the May meeting agenda. The Capital Fund Policy adoption will be deferred until such time as the board deems such fund is to be established. Also reviewed was the Library of Things Policy, approved preliminarily upon motion by Carole, seconded by Donna with all in favor.

There being no further business, the meeting was adjourned at 12:03 p.m. upon appropriate motion.

Respectfully submitted,

Carolyn J. Miller, Secretary