

Scio Memorial Library  
Board Meeting Minutes  
May 8<sup>th</sup>, 2025

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

Call to Order and Preliminaries

The meeting was called to order by Deb at 11:00 a.m. Following the pledge of allegiance, a motion was made by Carol to approve the minutes of the April meeting. The motion was seconded by Linda, with all in favor.

Correspondence was received accompanying donations and grant funding.

The financial report was accepted upon motion by Carol, seconded by Linda, with all in favor. The bill schedule was approved upon motion by Linda, seconded by Carolyn. All were in favor.

Director's Report

Raeanne expanded upon her written report and favorable comments were exchanged. Volunteer gardeners would be welcome.

Old Business

In furtherance of full compliance with required and suggested policies the following policies and documents, as read and discussed at the April meeting, were approved:

The Library Bill of Rights, the New York State Public & Association Libraries Minimum Standards, the Online Bill Paying Policy and the Library of Things Policy and form. The motion to do so was made by Carol, seconded by Carolyn. All were in favor.

The Code of Conduct and the Confidentiality of Circulation Record Policy were discussed, revised and approved as read upon motion by Carolyn, seconded by Carol. All were in favor.

The Donation and Memorials Policy was approved upon motion by Carol, seconded by Deb, with all in favor.

The Disaster Plan was revised, and its first reading was completed, to be acted upon at the June meeting. Likewise the Law Enforcement Policy was discussed and revised, the Records Access Policy was read, the Social Media Policy was read and the Website Policy was read. Adoption of all policies will appear on the June meeting agenda.

The Personnel Policy will be reviewed and read at the June meeting.

Discussion ensued concerning Memorial Day coverage during the parade and Lions Club barbecue.

There being no further business, the meeting was adjourned at 1:03 p.m. upon appropriate motion.

Respectfully submitted,

Carolyn J. Miller, Secretary