Scio Memorial Library
Board Meeting Minutes
September 11th, 2025

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

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 July meeting. The motion was seconded by Donna with all in favor. No correspondence was reported.

Preliminary to the financial report it was noted that setting up an IRA for our employees, as approved months ago, is not yet in place. Complete Payroll and the chosen IRA company, Principal, have some explaining to do as our employee and the library have been debited the deductions, but our employee is missing out on the growth that would have been gained in the current stock market numbers. By consensus it was agreed to give these entities until the next board meeting to figure it out. The treasurer's report was accepted as presented upon motion by Carol, seconded by Carolyn, with all in favor. The bill schedule was approved upon motion by Carole, seconded by Carol. All were in favor.

Director's Report

Raeanne expanded upon her written report. Of particular interest was the sign board made possible by the Manley Grant. Installation of the television-like board and dealing with the posts in the fence to the south will await determination of a contractor. STLS will be coordinating a matching grant for a robotic conference system which was of interest. The success of the summer reading program and the excellent efforts of the Youth Employment workers was lauded.

Old and New Business

The purchase of an upgrade to the NVR system was approved upon motion by Carole, seconded by Carol, with all in favor.

The Personnel Policy, read and previously discussed and modified was approved upon motion by Carole, seconded by Donna with all in favor. Changes were made to specify one day of paid bereavement leave for loss of an immediate family member, exclusion of non-major paid holidays and a requirement of attendance at least four in-service meetings or trainings. The grievance and harassment components of the policy were tabled.

Proposed budget figures as prepared by Raeanne were discussed; action was deferred. Details of the fall basket auction and dinner were discussed. Annual evaluation of the director will be completed at a special meeting to be held on September 25th at 11:00 a.m. The next regular board meeting will be held on October 9th at 11:00 a.m.

Bids submitted for purchase of excess equipment, namely the push lawn mower, a weed eater and a book shelf were accepted upon motion by Carol, seconded by Carole, with all in favor.

Respectfully submitted,
Carolyn J. Miller, Secretary