

Scio Memorial Library  
Minutes

September 15<sup>th</sup>, 2022

The concerns of a library board of trustees are:

\*Finance \*Policy \*Planning \*Personnel \*Advocacy

Present: Carole Wells  
Carol Bush  
Linda Clayson

Deb Root\*  
Carolyn Miller  
Carole Aldrich\*\*

Raeanne Smith  
Belinda Thompson

The pledge was recited and the September meeting called to order by Deb at 10:00 a.m. The minutes of the August meeting were approved upon motion by Carole W., seconded by Carol, with all in favor. No correspondence was presented.

The treasurer's report was presented and accepted upon motion by Carol, seconded by Linda with all in favor. Likewise the bill schedule was approved upon general consent. Credit card issues will be resolved, and in subsequent action, Carole W. will cancel the current credit card, and Raeanne was authorized to procure an Amazon credit card in anticipation of a cash back bonus when our grant technology is purchased. A motion to that effect was made by Carole W., seconded by Carol, with all in favor.

Raeanne's report was received and accepted by common consent. Her purchase of lunch for the STLS volunteers doing some catalogue updating was approved upon motion by Carole W., seconded by Carol with all in favor. Carole W. moved and Carolyn seconded that purchase of lunch for STLS volunteers working in our library all day be our policy going forward. All in favor. Carole will check if sales tax was paid on two recent orders for labels and hopefully get a refund if so, since proof of tax exempt status had been presented to both.

The Appalachian Grant technology, on the agenda for some time, was authorized to be ordered as shown on Raeanne's report upon motion by Deb, seconded by Carole W. with all in favor. The total cost of \$7,456.94 will require our 30% contribution.

A fall decoration scarecrow contest was proposed and after some discussion it was decided that the Lions will be asked to install poles on the path as they did for the Christmas trees last year which can be used for the scarecrows as well as the Christmas trees.

The employee contract with Raeanne was signed by our director and board president.

The memorial rock project was deferred. The compilation of e-mail addresses for patrons interested in receiving notices of library events will be rolled out in the future. A library calendar project with a focus on Scio's history in conjunction with the Bi-centennial was discussed and a committee of Deb, Carolyn and others interested will be meeting shortly.

Overriding the tax cap, an annual decision, was made upon motion by Carolyn, seconded by Carole W., with all in favor, with the decision of how large an override to be made in the future.

Giving the STLS driver a key to the library inside door was left to the director, who indicated she is willing to do so. On her report was an establishment of board duties, (and I wish her a lot of luck with that (-)) which was deferred. Also deferred was a decision on snow removal for the winter season. **Raeanne and Belinda were thanked for the outstanding amount of progress made in perfecting the order of our collection and the improvement in the organization and appearance of the library.**

Upon motion by Deb, seconded by Linda, the board agreed to go into executive session for the purpose of completing employee evaluations. Raeanne and Belinda were excused. Motion was made by Carolyn, seconded by Carol, to resume regular session, and the evaluations were shared with Raeanne and Belinda. A

raise of 25 cents were hour effective January 1<sup>st</sup>, for each was approved upon motion by Carole W., seconded by Carol, with all in favor, and Belinda will be granted 5 hours of paid time off annually. Deb had to leave the session at this point\* approximately 10:50, and Carol thereafter chaired the meeting. Soon thereafter, at 11:00 Carole A.\*\* joined the meeting, and apologies were extended to our new board member for our failure to notify her of the early start to the meeting called at the last minute. Her oath of office was deferred until Donna Emrick can join us and we should all have an oath of office on file. The board term expiration dates will be verified, and set for the new board members.

The 2023 budget preparation consumed the balance of the meeting, and suggested changes in the line items were debated in considerable detail at some length. Fund-raising projects and events were suggested. A letter will be written to the Town of Scio seeking an increase in their 2023 budget.

Next meeting is scheduled for Thursday, October 20<sup>th</sup>, at 11:00 a.m.

There being no further business, the meeting was adjourned at 1:15 p.m.

Respectfully submitted,

Carolyn Miller, Secretary