

Library Board of Trustees Meeting – 7/13/2023

Present at the meeting: Jamie Schierer, William Jefferson, Walter Fries, Dan Belletti, Jane Yagerhoffer, Veronica Laroche, and Rachel Robinson.

Meeting Called to Order at 6:32 PM.

- ❖ Old Business: Vote on LPL's suggestion of investing 5% into gold for portfolio diversity.
 - Motioned by Dan.
 - Seconded by Walt.
 - All in favor: Yes.
 - The motion unanimously passed.
 - Veronica will email Jonathan on Monday.
- ❖ Approval of Minutes
 - May 11, 2023
 - Motioned by Walt.
 - Seconded by Jamie.
 - All in favor: Yes.
 - The motion unanimously passed with attendance edits for Jamie Sheirer and Paula Behler.
 - June 8, 2023
 - Motioned by Will.
 - Seconded by Jamie.
 - All in favor: Yes.
 - The motion unanimously passed with spelling edits under Policy.
- ❖ Director of Library
 - Basket Social solicitation is underway.
 - Received \$50.00 donation and 10 items/gift cards.
 - Postcard save-the-dates were ordered and arrived (\$89.98). They will go out near the end of the month.
 - Outreach
 - Bath Farmers' Market: Ongoing through September
 - Reached 48 people, borrowed 11 items, 10 storytime attendees, and 5 new/renewed cards in 4 weeks.
 - StoryWalk(R) will go up in Moore next week.
 - Policy
 - Request to change Sick Days, Vacation, & Personal Days to hourly Paid Time Off to better reflect the work week.
 - Approval of Leave Policy for the Employee Handbook
 - Motioned by Dan.
 - Seconded by Jane.
 - All in favor: Yes
 - The motion unanimously passed with the addition of limitations to using Reserved PTO.
- ❖ Director of Operations Report

- Finances: Annual Drive donations as of June 30, 2023: \$14,140.00
- Building/Grounds: Two heat pumps appear to have taken a hit during a thunderstorm on June 27, 2023.
 - Contacted Sullivan on July 3, 2023, once we determined the air conditioners weren't working. Only 1 of the outdoor units was running.
 - Sullivan came out on July 5, 2023. The technician said both breakers were blown and suggested the thunderstorm as the cause.
 - The center unit required a replacement fan motor: \$1000.00 for parts and labor.
 - The end unit required a compressor. At 15 years old, it's best to replace the unit.
 - Sullivan quoted \$15,569.00 for replacement of indoor air handler, outdoor unit, emergency heating element, and labor.
 - Longley insurance has been contacted, and a claim filed with Selective. We are in the process of speaking with the Claims Adjuster.
 - The board requests additional quotes from Bickert and 1 other.
 - Also check the cost of annual maintenance with the quoters.
 - The board suggests looking into surge protectors in panel for risk management.
- Technology
 - Sarah's Workstation was replaced. 2 patron computers will also be replaced.
 - WhoFi for wireless counts of devices is in the set-up process.
- Friends
 - Friends desk raffle made approximately \$220.00.
 - Next meeting: 8/22/23 at 7:00 PM
- ❖ New Business: None
- ❖ Executive Session: None
- ❖ Motion to adjourn made by Dan, seconded by Jamie.
 - All in favor: Yes
 - The motion unanimously passed.

Ended the meeting at 7:39 PM.