ALGER PUBLIC LIBRARY

*of The Upper Scioto Valley School District*

BOARD OF TRUSTEES - REGULAR MEETING MINUTES

Meeting Date: Tuesday, October 25, 2022 Time: 6:00 PM

1. The meeting was called to order by Tim LuceWireman.

1. Roll Call (present checked “x”): Trustees:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| X | Tim LuceWireman |  | X | Craig Decker |  |  | Jane Wilcox |
|  | Lori Dyer |  | X | Stephanie Nichols |  |  | Rhonda Hunt |
| X | Katherine Moore |  |  |  |  |  |  |

 Library Employees:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| X | Stacey Hensley, Library Director |  |  | Kathy HullFiscal Officer |  |  |  |

 Other:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |

 b. Agenda approval: Motion by Katherine and seconded by Craig to approve the agenda. Motion carried.

2. Approval of Minutes: Jane distributed the minutes of the September Regular Meeting before today’s meeting. Motion was made by Craig to approve the minutes as submitted; Stephanie seconded. Motion carried.

3. Financial Report: Kathy Hull submitted the September Financial Report.\* Motion was made by Craig to approve the Financial Report, which includes the bank statements, cash journals, revenues, expenditure reports, and the paying of bills in the amount of $17,129.56. Katherine seconded the motion. Motion carried. A motion to approve the transfer of funds listed on the Fiscal Officer’s Report was made by Katherine, and seconded by Craig. Motion carried. Stephanie motioned for increased training hours for Kathy.

Kathy questioned the minimum wage changing in January 2023. This issue tabled to give time to research.

4. Circulation Report: Stacey presented the September Circulation Report.\* Motion was made by Stephanie to approve the Report. Craig seconded. Motion carried.

5. Public Comments and Correspondence: No public comments. Stacey put ads in the newspaper.

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6. Director’s Report: Stacey presented the 10/25/2022 Director’s Report.\* Motion was made by Katherine to approve the Report. Craig seconded. Motion carried.

7. Old Business:

 a. Director Vacation Policy: Tabled until Kathy returns.

 b. Collection Development Policy: Stacey will send to Brad Bailey. Craig motioned to approve; Katherine seconded. Motion carried.

 c. Hotspot Policy: atherine motioned to accept the policy with the changes; Stephanie seconded. Motion carried.

 d. Open: None.

8. New Business:

 a. Closed Dates for Holidays, Fair, etc.: Stephanie motioned to approve the schedule for Library closings in 2023;\* Craig seconded. Motion carried.

 b. 2023 Board of Trustees Meeting Dates: Katherine motioned to approve the 2023 Trustee Meeting schedule,\* with December 19, 2023; Craig seconded. Motion carried.

 c. Open: Stacey reported receiving a snow-removal quote from Drake Krummrey, same charges as last year ($55 per to shovel/plow/salt; $35 to shovel/salt). Craig motioned to approve, Katherine seconded. Motion carried.

Stacey reported that she ordered the book organizer, per the Trustees’ approval by text votes. Tim reported he is taking down the pine trees that Stacey wanted done.

9. Adjournment: Motion to adjourn was made by Craig; seconded by Katherine. Motion carried. Meeting adjourned at 6:50 PM.

Next regular meeting scheduled for: Tuesday, November 29, 2022.

Jane Wilcox Tim LuceWireman

Trustee, Recording Secretary President

\* *Copy in File*.