

**Heermance Memorial Library
Board of Trustees
Minutes of the March 20, 2014 meeting**

In attendance: Board Members; Catherine Benson, Mary Anne Simmons, Carol Serazio, Wanda Dorpfeld, Jeffrey Jones; and Director Linda Deubert

The meeting was called to order at 7:10 pm. by Vice-President, Catherine Benson.

Minutes: A motion to approve the February 2014 minutes was made by Mary Anne, seconded by Jeffrey. Motion carried, all in favor.

Correspondence: None

Director's Report: Linda noted that we have a lot of programs coming up at the library. A motion was made by Catherine and seconded by Jeffrey to change the date of the library election from October 21 to October 14 this year. Motion carried, all in favor.

Linda attended Advocacy Day on February 26th, and thinks it looks like we may get some funding restored.

Linda has written the annual report and has pictures. The publicity committee needs to meet to look everything over.

Linda and Christine Reda attended Dayton Smith's funeral. The family had asked that someone from the library speak. Christine did a lovely job with her eulogy. Wanda noted that the family was very appreciative of the library and mentioned several times how much Dayton enjoyed spending time there.

A motion to approve the Director's Report was made by Wanda and seconded by Carol. Motion carried, all in favor.

Financial Report: A motion to approve the monthly bills was made by Jeffrey, seconded by Catherine. Motion carried, all in favor.

The March P & L statement was presented and discussed. Mary Anne said that retirement and some of our insurances were paid up front.

A motion to approve the financial report was made by Catherine, seconded by Jeffrey. Motion carried, all in favor.

Linda handed out the Regulatory Basis Financial Statements prepared by the auditors Cusack & Company. The report was discussed by board members.

Committee Reports: The following policies (either new or revised) were sent out early and reviewed by board members:

- Copier/Copyright Policy
- Vulnerable Adults Policy
- Programming Policy
- Disaster Policy
- Incident Policy
- Collection Policy with the following attachment
 - The Freedom to Read Statement
 - The Freedom to View Statement
 - Request for Addition of Library Material
 - Request for Withdrawal of Library Material

A motion was made by Jeffrey to approve the above policies, seconded by Carol. Motion carried, all in favor.

The Code of Ethics of the Heermance Memorial Library was passed out. It was asked that board members take it home, read it, sign it and bring it back to the library. Linda said that she will email it out to members who were absent or they can stop by the library to pick one up.

The meeting was adjourned at 8:10. The next scheduled board meeting is April 17.

Respectfully submitted,
Wanda Dorpfeld