

Heermance Memorial Library
Board of Trustees Minutes
October 21, 2021

Call to order: 6:30pm

Attendees: Catherine Benson- Library Director, Tom Silvius, Eileen West, Caitlin Ippolito, Charles Hailer, Laura Shauger. Absent: Carol Serazio, Marilyn Rausch, Mark Maraglio, Anna Tailluer.

1. Recognize Guests; Review and Approve Agenda: **Motion to approve Agenda- Eileen; Second- Laura. Carried.**
2. Approve September 2021 Minutes: Correct Minutes to include that Laura Shauger was present. **Motion to approve Minutes as amended- Laura; Second- Eileen. Carried.**
3. Correspondence: None of significance.
4. Director's Report: Catherine presented her report. Fire Inspection due in February. Trustees will be required to attend two hours of training per year starting in Jan. 2023.
5. Financial Report and approval of proposed disbursements: **Motion to approve proposed disbursements- Charles; Second- Eileen. Carried.**
6. Committee Reports:
 - Election Committee: Charles reported that all shifts are covered for election inspectors. Surveys will be provided to the community during election. Absentee ballots have been received. Four people running for four seats.
 - Building and Grounds: fixed what looked like a sink hole. Barry Rausch will install the driveway lamp. Three quotes for air conditioning.
 - Finance Committee: Grant moneys need to be reassigned to appropriate funds; **Motion to approve reassignment of funds as presented- Laura; Second- Charles; Carried.**
7. Old Business: Thoughts on how to move the Ad Hoc Committee Forward tabled.
8. New Business: N/A
9. Announcements: N/A
10. Meetings: Held at the Library the 3rd Thursday of each month at 6:30pm, unless otherwise noted. If the board cannot meet as scheduled, make-up will be the next Saturday at 9:00am.
 - A. Next Scheduled: November 18, 2021 at 6:30pm
 - B. 2021 Annual Meeting, swearing in new board members, election of officers- January 21, 2022
11. Executive Session: N/A.

Adjourned: 6:53pm. **Motion- Laura. Second- Charles. Carried.**

Submitted by: Caitlin Ippolito