

**Heermance Memorial Library
Board of Trustees Meeting Minutes
April 20, 2023**

1. **Meeting called to order at 6:32pm.** In attendance were: Catherine Benson, Carol Serazio, Mark Maraglio, Eileen West, Lydia Okrent, Marilyn Rausch, Bridget McGuigan, Charles Hailer. Absent: Joseph Garland, Laura Shauger.
2. **Pledge of Allegiance**
3. **Adoption of Agenda: Motion made by Mark, seconded by Marilyn, carried.**
4. **Approval of prior meeting minutes: Motion made by Mark, seconded by Charles, carried.**
5. **Period of Public Expression:** none required.
6. **Correspondence:** Donation of \$50.00 from Linda Murphy in memory of Lorraine Reid. MHLS is searching for board members and requested we help get the word out.
7. **Treasurer Report:** Mark reported the library has received the funds from the Town of Cossackie. Mark reviewed bank account /CD balances and expenses. **Motion made to approve the list of bills (\$9,872.69), with an adjustment of \$350.00 to \$9,522.69, made by Eileen, seconded by Marilyn, carried. Mark abstained.**
8. **Directors Report:** Catherine reviewed her report and noted: the Policy Committee needs to review the Emergency Preparedness Policy. Catherine reviewed the Report to the Community and noted our positive statistics. The Friends will be holding a Garden Tour on July 8th. Catherine will get estimates to fix the leak in the back.
9. **Committee Reports:** Publicity committee and Catherine will continue to work on the library logo with Susan Baldaserini.
10. **Old Business:** Mark and Bridget need to complete their Sexual Harassment Training. Lydia suggested flyers and posters to advertise events.
11. **New Business: Motion made to accept Jennifer Grounds to a permanent position for Library Assistant by Charles, seconded by Mark, carried.**
12. **Period of Public Expression:** None
13. **Future Board Meeting:** May 18, 2023 and June 15, 2023. Meetings are held the third Thursday of each month at 6:30pm.
14. **Executive Session:** not needed
15. **Adjournment:** 7:32pm. **Motion made by Mark, seconded by Eileen, carried.**

Submitted by: Eileen West on May 11, 2023