

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

**In Attendance: Catherine Benson, Director, Carol Serazio, Laura Shauger, Mark Maraglio,
Eileen West, Joe Garland, Marilyn Rausch, Charles Hailer**

1. **Call to Order:** 6:30pm
2. **Approval of Agenda:** Motion made by Mark, seconded by Charles, carried.
3. **Approval of June 2023 Meeting Minutes:** Motion made by Mark, seconded by Charles, carried.
4. **Public Expression:** None
5. **Correspondence:** Catherine applied for two competitive mini grants through the MHLS. Catherine received a letter of appreciation from Lydia Okrent, recently resigned board member. The Greene County Civil Service proposed an update to the Library Clerk position. It was last updated in 2020.
6. **Treasurer's Report:** Mark reviewed his reports. Proposed disbursements were in the amount of \$9,635.27 **Motion made to accept the financials and proposed disbursements made by Eileen, seconded by Marilyn, carried. Mark abstained.**
7. **Director's Report:** Catherine reviewed the Director's Report and noted: the Summer Reading Program finale/ice cream party will be held the same evening as the Downtown Block Party. If we sign a contract with them, T-Mobile will send the library a booster to trial. Catherine reminded board members to do their two hours of education through the Niche Academy. Catherine reviewed statistics noting: the Library had 1,010 visits during the month of June, Juvenile Fiction was up to pre-covid numbers.
8. **Committee Reports:** Buildings and Grounds/Catherine received a quote of \$3,000 from 1st Choice Plumbing and Heating for repairs. **Motion made to proceed with 1st Choice Plumbing and Heating made by Mark, seconded by Marilyn, carried.** The Election Committee will need to meet. The Personnel Committee will need to meet to discuss payroll and benefits for 2024 prior to the Finance Committee meeting to discuss the upcoming budget. There are three policies the Policy Committee will need to update.
9. **Old Business:** Board Effectiveness Surveys have been collected by Charles. Charles will send it to Laura who will then tabulate the results.
10. **New Business:** The Prioritized Project list was reviewed. **Motion made to approve the list made by Marilyn, seconded by Charles, carried.**
11. **Period of public Expression:** None
12. The next Board of Trustees Meeting will be held on August 17, 2023 at 6:30pm.
13. **Motion made to adjourn this meeting was made by Charles, seconded by Joe, carried.**

Submitted by: Eileen West