
**BOARD OF TRUSTEES
Regular Meeting
Monday, July 18, 2022, 6:00pm
Meeting Minutes**

Present: Richard Jordan, President; Wendy Reeve, Vice President; Sara Campbell, Treasurer; Bob McCaughey, Secretary; Barbara Best, Donna Mayne, Kathy Perretta, Rosemary Winters, Library Director.

1. Call to Order, President Richard Jordan

As a quorum was present, the meeting was called to order at 6:02 p.m.

2. Adoption of the Agenda

The president presented the agenda that had been distributed in advance of the meeting. Motion to adopt the agenda was made by Wendy Reeve. The vote was unanimous in favor.

3. Public Expression

There was no public Expression

4. Approval of June 20, 2022 Minutes, Secretary, Bob McCaughey

A motion was made to approve the June 20, 2022 minutes by Donna Mayne. The vote was unanimous in favor.

5. Financial Reports, Director Rosemary Winters

a. Review of Treasurer's Report (June)

The June Treasurer's Report was reviewed and discussed by the Trustees.

b. Review of Multi-Fund Report (June)

The June Multi-Fund report was reviewed and discussed by the Trustees.

c. Approval of General Fund Warrant

The General Fund Warrant was reviewed and discussed by the Trustees. A motion to approve the General Fund Warrant dated July 18, 2022, for the amount of \$95,493.03 was made by Donna Mayne. The vote was unanimous in favor.

d. Approval of Capital Fund Warrant

The Capital Fund Warrant was reviewed and discussed by the Trustees. A motion to approve the Capital Fund Warrant dated July 18, 2022, for the amount of \$12,900.00 was made by Kathy Perretta. The vote was unanimous in favor.

e. **Affirmation of Payroll**

The Payroll warrant is affirmed for payrolls dated June 10 & 24, 2022.

Gross wages for June 10, 2022 were \$33,495.67.

Employer taxes for June 10, 2022 were \$9,554.05.

Gross wages for June 24, 2022 were \$40,176.28.

Employer taxes for June 24, 2022 were \$11,888.69.

A motion to affirm the payroll was made by Donna Mayne. The vote was unanimous in favor.

6. **Director's Report, Rosemary Winters**

A motion to approve the Director's report was made by Bob McCaughey. The vote was unanimous in favor.

7. **Committee Reports** (*Italicized Committees are currently inactive*)

a. *Investment Committee, Richard Jordan, Wendy Reeve*

b. *Nominating Committee, Donna Mayne, Kathy Perretta*

c. Policy Committee, Donna Mayne, Wendy Reeve
Policy amendments reviewed under New Business.

d. *Research & Development Committee, Donna Mayne, Bob McCaughey, Barbara Best*

e. Building & Grounds Committee, Sara Campbell, Barbara Best
Report included in Board Packets.

8. **Old Business**

There was no Old Business.

9. **New Business**

a. Trustee List 2022-2023

List provided in Board Packets.

b. 2022 Holiday/Library Closures Calendar Amendment

A motion was made to approve the Calendar Amendment Schedule to include Monday, December 26, Christmas Day Observed by Wendy Reeve. The vote was unanimous in favor.

c. 2023 Holiday/Library Closures Calendar

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- A motion was made to approve the 2023 Holiday/Library Closures Calendar by Richard Jordan. The vote was unanimous in favor.
- d. 2023 Board Meeting Schedule
A motion was made to approve the 2023 Board Meeting Schedule by Sara Campbell. The vote was unanimous in favor.
 - e. Open Meetings Policy
A motion was made to approve the amended Open Meetings Policy to include policy and procedure regarding videoconferencing was made by Bob McCaughey. The vote was unanimous in favor.
 - f. By-Laws
The Policy Committee discussed proposed changes to the bylaws to be voted on at the next regular meeting.
 - g. Security Camera Grant – Transfer Deposits
A motion to approve the transfer of two security camera grant deposits, which total \$8,782.00 from the General Fund Money Market Account to the Capital Account was made by Wendy Reeve. The vote was unanimous in favor.

10. Public Expression

There was no public expression.

11. Adjournment

A motion to adjourn was made by Donna Mayne. The vote was unanimous in favor.
The meeting adjourned at 7:15 p.m.

Respectfully submitted,
Bob McCaughey, Secretary
Approved on: September 19, 2022

Next Trustee Meeting: Monday, September 19, 2022 at 6:00 p.m.
Upcoming Friends of the Library Meeting: Monday, August 8, 2022 at 3:00 p.m.