



MINUTES

Tuesday, November, 2022
Board Meeting

- Meeting called to order by Laurie Hale at 6:06 pm. Absent were Terry DeMassey and Jodi Hunt, with guest Angela Newman from NCLS.
- Approval of agenda by Alice Trumble and Sue Billington.
- Motion to accept moving our 6-month Director evaluation to the January meeting made by Cindy and Alice. Motion carried.
- Angela from NCLS spoke on roles and responsibilities of Library Board/Officers. Also told of training available. Angela deferred any financial questions to Paulette since that is not her expertise. Asked for questions and are our By Laws up to date?
- Motion made by Cindy Arquette and Tami Trumble to accept previous meeting minutes. Motion carried.
- Motion made by Jean Farmer and Cherie Tietjen to accept treasurer's report. Motion carried.
- Director Laurie Hale stated we have 16 signed up for the November 19th candle/flower arrangement class. Also, the family of David Lovemguth requests that a plaque in library be placed instead of his name on the Stone outside, donations of \$350. In his name so far. Thank you has been sent. Laurie emphasized that all desk volunteers PLEASE take the New Polaris Training when offered in the spring. It will make training at branch level much easier too.
- Security fan replaced/repared at cost of \$308.
- Financial Audit Committee. Jean had a handout she would like all members to go over & tear it apart she said, and let her know what we agree with or think differently on. Petty Cash and Change Procedures. Someone other than Cindy handle the Petty Cash, Laurie agreed to do that since she is here and would be the one doling out from it usually. Must be a receipt put into petty cash box each time money is taken out. This will allow balancing each time New/Replenish Petty cash is needed to be requested. Then Cindy/Treasurer will write check to Petty Cash to Replenish and keep at \$200.
- The RED Box is for Fees/Income only, we will continue using the sheet on desk to register any income of fees (fax, copies, books, etc).
- Shed's electricity hookup was completed TODAY 11/8/22 by Daniel Kelsey.
- The New replacement computers (4) are to be delivered and installed on Wednesday 11/9/22.
- Christmas Tea is set for Sunday, December 4th 2pm-4pm. The Family Band will be playing for us this year. How much are we paying the group was asked, minimum \$300 is proposed. All Board members and volunteers will be bringing our favorite goodies to share with our guests.



- Meeting adjourned at 7:57pm with Cherie Tietjen and Sue Billington making the motions. Motion carried.

Next meeting, Tuesday, January 10th, at 6:00pm, in the Community Room of the library.

Respectfully submitted,
Cherie Tietjen, President