Guernsey Memorial Library Board of Trustees January 13, 2022

Attendance: L. Mealing, P. Giltner, A. Eaton, L. Chwazik, P. Horton,

P. Wolford, J. Clement, C. Dalrymple, K. Hazen, W. Burdick Meeting called to order by L. Mealing at 6:40 pm via Zoom.

Minutes of the December meeting were approved upon a motion by P. Giltner.

2nd A. Eaton.

Treasurer’s Report: W. Burdick Attached 51% of projected revenue has been received

43% of budget has been spent 76% of the budget has been spent or encumbered General Fund - basic operations day to day

Capital Fund - left over funds from projects

Capital Reserve - Emergency funds for major repairs

Trust & Agency - Books from Birth $, small endowments, interest Investments the last quarter were good - gained $39,400.

Motion to accept the Treasurer’s report and pay bills was approved upon a motion by P. Horton. 2nd L. Chwazik

# Director’s Report - Attached

As Account Clerk, Scott Goodman will be leaving, a replacement will be sought.

# Children’s Librarian’s Report: K. Hazen - Attached

Children’s Storytime can be viewed on line.

**Board:** Thanked C. Dalrymple for Library publicity in the **Evening Sun.**

A new Organization Chart was distributed.

# Unfinished Business:

Building Project - Awaiting reply from HKK regarding suggestion from attorney.

Hope to meet in person to finalize project before February meeting.

Director’s Evaluation: Motion to update Timeline for Director’s Evaluation to include time for salary adjustment and written notification to accountant and treasurer was made by A. Eaton. 2nd J. Clement. Approved.

Waiting for Union to produce a finished contract.

# Library Monument Sign:

Single bid from Marchuska Brothers was opened.

$15,454. for sign with faux bricks $27,675. for sign with real bricks

Board requests C. Dalrymple to notify Marchuska Brothers that we will not be purchasing signage at this time.

# New Business:

Discussion of Popup/local vendor market program idea. If held outdoors with money involved, a Special Event permit would be needed from the city.

Board went to Executive Session at 7:30 pm upon a motion by L. Chwazik.

2nd J. Clement.

Board left Executive Session at 7:37 pm upon a motion by L. Chwazik. 2nd J. Clement. February 10, 2022 Trustees’ meeting will be held via Zoom.

As there was no further business, the meeting adjourned at 7:40 pm upon a motion by

P. Horton. 2nd L. Chwazik. Jane S. Clement, secretary