

Guernsey Memorial Library  
Board of Trustees  
April 13, 2023

Attendance: P. Wolford, L. Mealing, P. Giltner, A. Eaton, J. Clement  
C. Dalrymple, W. Burdick, K. Hazen  
Guests: J. Whitney, L. Mandell

Meeting called to order by Vice President, P. Wolford at 6:30 pm.

Minutes of the March 9th meeting were unanimously approved upon a motion by  
L. Mealing. 2nd P. Giltner.

### **Reports**

#### **Treasurer's Report: W. Burdick**

A full treasurer's report will be given at the May meeting.  
Budget transfers will be done at the end of the fiscal year.  
J. Whitney and W. Burdick "cleaned up" the open purchase orders.

#### **Finance Committee:**

The bills were unanimously approved to be paid upon a motion by J. Clement.  
2nd A. Eaton.  
The open purchase order for Unique Management Services (collection agency) was  
increased by \$360.

#### **Director's Report: C. Dalrymple** Attached

Trustees will authorize payment to the contractor's each month. W. Burdick will  
be authorized to move cash from the Investment Account to the Capital Account in  
May.

Staff safety and security were discussed. Panic Button; Eric Russell come in early  
so there are extra people as the library closes; self-defense training. No decisions made.  
Staff in attendance said they feel safe.

#### **Children's Librarian: K. Hazen** Attached

**Board:** A copy of *A Library Board's Practical Guide to Strategic Planning* was distributed to  
each Trustee in preparation for work on our Long Range Plan.

### **Unfinished Business**

Building Project update - work to start late April, early May. May take as little as a month or so.

NCSD Issues - Nothing further to report.

Union Contract - still waiting on final version to sign. One was sent but no agreed upon changes were included. Very frustrating.

### **2023-2024 Budget**

After discussion, the 2023-2024 budget was unanimously approved upon a motion by L. Mealing. 2nd A. Eaton.

The budget will be presented to the Board of Education on April 19th at 6:00 pm.

### **New Business**

The board will review the meeting room policy in light of recent requests to use the room by religious groups. In the meantime, the bible study group may continue to meet on Mondays and the Seventh Day Adventists' request will be tabled until after the review.

A charge for printing will continue upon a motion by P. Giltner. 2nd, A. Eaton.

As there was no further business, the meeting adjourned at 7:40 pm upon a motion by J. Clement. 2nd. P. Giltner.

Jane S. Clement, secretary

sent 5/2/23