

## SINCLAIRVILLE FREE LIBRARY BOARD MINUTES

August 31, 2022

**OPENING:** Jeff Embury called the meeting to order August 31, 2022 at 6:05 PM with reciting the Pledge of Allegiance.

**PRESENT:** Lisa Greeley, Beth Hadley, Betty Jean Ridout, Jeff Embury, Bill Newton /Roslin Newton (by phone), Larry Barmore, Jeff Embury, Darla Frost-Kianos

**MEMBERS ABSENT:** Peggy Minckler

**APPROVAL OF MINUTES:** The July 27, 2022 minutes were approved with corrections. Motion to accept by Bill Newton, seconded by Roslin Newton

**MANAGER'S REPORT:** The report was reviewed.

1. Sexual harassment training has been completed
2. The security policy will be updated
3. Open house on September 22 needs volunteers
4. Catherine Oag will attend the September meeting re: history materials
5. Press release is needed for the Little Library
6. Thank you notes will be sent to volunteers
7. Student vocalists will present a holiday performance
8. A Building and Grounds committee is needed

Motion to accept by Roslin Newton, seconded by Betty Jean Ridout

**FINANCIAL REPORT:** Review of the financial report reviewed. Quotes are needed for the interior renovations by April, local architects will be consulted. Report was approved – motion by Larry Barmore, seconded by Roslin Newton

**STANDING COMMITTEES:**

1. Ways and Means – No Report
2. BBQ – library will buy 200 chickens. Friday afternoon will begin set up, Saturday servers needed
3. Beautification, Buildings and Grounds – Lisa will clip shrubs near electric meter

SPECIAL COMMITTEES: No report

CORRESPONDENCE: No report

OLD / UNFINISHED BUSINESS:

1. Quotes for security system will be sought by
2. New door counter that malfunctioned is being replaced
3. Thermostats will be replaced – motion to approve expenditure by Bill Newton, seconded by Betty Jean Ridout
4. Local History Collection policy will be reviewed in September
5. Free produce now distributed at park gazebo, no library involvement needed
6. Strategic planning still in effect but will need review soon.

NEW BUSINESS:

1. No report

ADJOURNMENT: The meeting was adjourned at 7:20 PM. Moved by Bill Newton and seconded by Larry Barmore. The next meeting will be held on September 28, 6:00 PM in the library.

Minutes submitted by: Lisa Greeley

Approved: \_\_\_9/28/22\_