

# SINCLAIRVILLE FREE LIBRARY BOARD MINUTES

January 25, 2023

OPENING: Bill Newton called the meeting to order at 6:06 PM, 2023 with reciting the Pledge of Allegiance.

PRESENT: Lisa Greeley, Beth Hadley, Peggy Minckler, Bill Newton, Roslin Newton, Larry Barmore , Jessica Emmott

MEMBERS ABSENT: Betty Jean Ridout

APPROVAL OF MINUTES: The November 23, 2022 minutes were approved with corrections. Motion to accept by Larry Barmore, seconded by Lisa Greeley, carried unanimously.

MANAGER'S REPORT: The report was reviewed.

1. Public Library Standards require items for discussion at board meetings need to be posted for review 24 hours in advance of meeting. Goal will be to post on the library website on Mondays before board meetings, board members can review there prior to meetings.
2. Library will be closed 2/20/23 for Presidents Day.
3. Annual report due date is 2/17/23.
4. Final steps of existing construction grant will be reviewed by Jeff Embury and Bill Newton.
5. Preliminary discussion on library renovation included planning and funding ideas
6. Video conference policy will be reviewed at February meeting with CCLS director.
7. Strategic planning training webinar will be 2/22/23, from 4:00-5:30. Recorded version will be available
8. Beth received thank you from WRAP children's program, and from resident at Heritage Village. Book club there has 14 members, one member published a family history.
9. Vote to accept 2021 annual report to the community was approved, motion by Roslin Newton, seconded by Darla Frost-Kianos, carried unanimously.
10. February is library advocacy month,

Motion to accept Manager's report by Roslin Newton, seconded by Darla Frost-Kianos, carried unanimously.

## FINANCIAL REPORT:

1. Report reviewed by Darla Frost, motion to accept by Darla Frost, Roslin Newton seconded, carried unanimously.
2. DFT billed for security installation, Sherriff was paid for two false alarms

## STANDING COMMITTEES:

1. Ways and Means – No committee to report
2. Beautification, Buildings and Grounds – no report

## SPECIAL COMMITTEES:

1. Strategic Planning – Strength, Weakness, Opportunity and Threat (SWOT) assessment was started, that assessment will be shared with board members. A survey seeking community input on community room expansion will be available on the website, on Facebook, and in the library.

## OLD / UNFINISHED BUSINESS:

1. At November meeting Bill Newton designated as signatory for Medallion Fund, completion is still in process. He will be reimbursed for cost of the process, future of investments reviewed. Community Foundation options will be discussed with CCLS director in February. Roslin Newton will contact the Community Foundation.
2. Jessica Emmott will consider membership

## NEW BUSINESS:

1. Victorian Tea may be considered as a fundraiser. Roslin will check Denise Reichard regarding potential performances. Tina Sherman may be an option, Beth will explore.
2. Board member will review meeting / videoconferencing guidelines.

ADJOURNMENT: The meeting was adjourned at PM. Moved by Darla Frost-Kianos and seconded by Betty Jean Ridout. The next meeting will be held on February 22, 6:00 PM in the library.

Minutes submitted by: Lisa Greeley

Approved: \_\_2/22/23\_\_