**Town of Johnsburg Library**

DRAFT Board of Trustees Minutes

December 7, 2022

Submitted by Caroline Jackson/Secretary

Meeting called to order at 5 pm by President Robert Eberhard.

**Attendance:** Present: Steve Shaughnessy, Carrie Mason, Caroline Jackson,

Robert Eberhard, Donna Messerle, Steve Thomson, Cheryl Gillespie Absent: Anita Abrams

**Approval of Minutes**: November 2, 2022 approved.

*Moved*: Steve Shaughnessy

*Seconded*: Bob Eberhard

**Approval of Warrants**:

**Motion** to approve (6)warrants *passed*. Expenditure totaled $1,800.01 for SALS Automation Fee, Books and DVD’s, Office/Library Supplies, and Computer and Internet fees.

*Moved*: Steve Shaughnessy

*Seconded*: Steve Thomson

**Library Director’s Report** (Carrie Mason)

Library Director will apply for annual Stewart’s grant to cover summer 2023 programs.

December programs to include local authors Sterling Goodspeed and Glenn Pearsall talk and book signing and Gingerbread House workshop.

A new Library Clerk has been hired to fill a previously vacated position.

Library Director provided information on a SALS Board of Trustees Construction Challenge grant available for 2023. Library Director and Board to consider potential projects that would be appropriate for funding.

**Motion** to approve purchase of replacement window treatments (blinds and window graphics)

at discretion of Library Director *passed.*

*Moved:* Steve Shaughnessy

*Seconded:* Donna Messerle

**Motion** to approve additional Overdrive funding request in the amount of $87.16 *passed.*

*Moved:* Donna Messerle

*Seconded:* Caroline Jackson

**Financial Officer’s Report** (Cheryl Gillespie)

Monthly financial report provided by Cheryl Gillespie.

Library Annual Report will be forthcoming in February 2023.

**Reports of Standing Committees:**

**Corner Gallery:**

Artwork is currently on display by local artist.

Discussion held regarding filling this position on a volunteer basis.

**Building and Grounds:**

Solar Christmas lights have been purchased to decorate the Gazebo.

**Correspondence and Communication**:

Donna Messerle to follow-up with donations made to the Library with thank-you notes.

**Old Business:** No new Capital projects under consideration at this time**.**

**New Business:** Noted as per above**.**

**Election of Officers:**

**Motion** to approve Bob Eberhard as Library Board President ***passed.***

*Moved*: SteveShaughnessy

*Seconded:* Donna Messerle

**Motion** to approve Steve Shaughnessy as Library Board Vice President *passed.*

*Moved:* Caroline Jackson

*Seconded:* Steve Thomson

**Motion** to approve Cheryl Gillespie as Library Board Financial Officer *passed.*

*Moved*: Steve Thomson

*Seconded:* Bob Eberhard

**Motion** to approve Caroline Jackson as Library Board Secretary *passed.*

*Moved:* Steve Shaughnessy

*Seconded:* Cheryl Gillespie

**Motion** to approve Donna Messerle to Library Board Communications and Correspondence Committee *passed.*

*Moved:* Caroline Jackson

*Seconded:* Steve Thomson

**Motion** to move to **Executive Session** at 6 pm*passed.*

*Moved:* Steve Shaughnessy

*Seconded:* Steve Thomson

**Motion** to adjourn from **Executive Session** at 6:10 pm *passed.*

*Moved*: Cheryl Gillespie

*Seconded:* Steve Thomson

**Motion** to perform Library Director annual evaluation in January 2023 *passed.*

Evaluation forms distributed to Library Board members.

*Moved:* Steve Shaughnessy

*Seconded:* Steve Thomson

**Adjournment**

**Motion** to adjourn the meeting at 6:15 pm *passed.*

*Moved*: Steve Shaughnessy

*Seconded*: Cheryl Gillespie

**Next Meeting – January 4, 2023 at the Library**

**5:00 PM**