**Town of Johnsburg Library**

DRAFT Board of Trustees Minutes

March 1, 2023

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, Anita Abrams, Steve Thomson Absent: Donna Messerle,

Cheryl Gillespie

**Approval of Minutes**: February 1, 2023 approved.

*Moved*: Steve Shaughnessy

*Seconded*: Anita Abrams

**Approval of Warrants**:

**Motion** to approve (17)warrants *passed*. Expenditure totaled $2,408.91 for Books and DVD’s, Window Treatments, Carpet Cleaning, Internet Fees, and SALS Automation/ Overdrive Fees.

*Moved*: Caroline Jackson

*Seconded*: Steve Shaughnessy

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

Multiple programs held at the Library were held in February including two in coordination with Warren County CCE.

Discussion was held regarding term renewal dates of current Board Members and required Continuing Education hours.

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

Monthly financial report not available at this time.

**Reports of Standing Committees:**

None at this time.

**Old Business:** None at this time

**New Business:**

Discussion held in regard to the storage of miscellaneous Library paper documents including meeting minutes and the length of time records need to be kept.

Board members will be reviewing Library Director Yearly Evaluation form and customizing it to meet the Library’s needs.

Board members considered ways to evaluate patron satisfaction including the use of a patron survey and/or Comment Box.

**Adjournment**

**Motion** to adjourn the meeting at 5:45 pm *passed.*

*Moved*: Steve Shaughnessy

*Seconded*: Anita Abrams

**Next Meeting – April 5, 2023 at 5:00 PM**