**Town of Johnsburg Library**

Board of Trustees Minutes

May 3, 2023

Submitted by Caroline Jackson/Secretary

Meeting called to order at 5 pm by Bob Eberhard.

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

 Absent: Cheryl Gillespie, Anita Abrams, Steve Thomson

**Approval of Minutes**:

**Motion** to approve minutes *passed.*

 *Moved*: Caroline Jackson

 *Seconded*: Donna Messerle

**Approval of Warrants**:

**Motion** to approve (9)warrants *passed*. Expenditure totaled $1, 482.39 for Books and DVD’s, program and office supplies, Internet Fees, and SALS Automation/ Overdrive Fees.

*Moved*: Steve Shaughnessy

*Seconded*: Donna Messerle

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

Ten programs for children and adults were held onsite with a total of 60 participants attending.

Summer Reading Program planning is underway with the theme of “All Together Now” and will include three movie nights to be held at the Tannery Pond Center theatre.

There will be a Story Walk again this year which is also in the planning stages.

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

Quarterly Report provided by Cheryl Gillespie.

**Reports of Standing Committees:**

None at this time.

**New Business:** Discussion held regarding guidelines for the length of time required to keep library records. The Library Director reached out to Sara Dallas of SALS for recommendations.

**Motion** to approve disposal of records per Library Director discretion*passed.*

 **Moved:** Steve Shaughnessy

 **Seconded:** Donna Messerle

**Old Business:** Continuing Education Credits for Library Board members will be sent to the Library Director for tracking when completed.

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

*Moved*: Steve Shaughnessy

*Seconded*: Caroline Jackson

                                  **Next Meeting – June 7, 2023 at 5:00 PM**