**Town of Johnsburg Library**

DRAFT Board of Trustees Minutes

November 1, 2023

Submitted by Steve Thomson/Secretary

Meeting called to order at 5:00 pm by President Robert Eberhard.

**Attendance:** Present: Anita Abrams, Robert Eberhard, Cheryl Gillespie, Carrie Mason, Steve Shaughnessy, Steve Thomson

Absent: Donna Messerle, Shannon Wood

**Approval of Minutes**: September 27, 2023 approved.

*Moved*: Steve Shaughnessy

*Seconded*: Cheryl Gillespie

**Approval of Warrants**:

**Motion** to approve (1) warrants *passed*.

*Moved*: Steve Shaughnessy

*Seconded*: Cheryl Gillespie

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

Carrie circulated the written report as of Nov. 1, 2023. Building activity statistics, service fees, circulation statistics, technology activity, programs hosted, volunteers, and financial activity were summarized for the month. The 3-D printer has not been ordered yet pending further consultation on the appropriate item and vendor. The movie licensing fee is $380. Carrie’s report also noted 11 scheduled programs and events for the month of November.

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

Cheryl Gillespie shared the 3rd quarter financial report which includes expenditures for the months of July, August, and September of 2023. Final figures for the 1st and 2nd quarters are also included in the report. In response to several questions about the report, Cheryl indicated that she will revisit, correct and send revisions out to the Board membership.

**Old Business:** There was discussion of expiration terms of members of the Board of Trustees. Carrie retrieved information from the files and will review, create a chart, and clarify the terms for current members of the Board.. Bob Eberhard will contact one current member whose attendance has lapsed, and who may not wish to continue her term.

**Adjournment:**

**Motion** to adjourn the meeting at 5:43pm *passed.*

*Moved*: Steve Shaughnessy

*Seconded*: Anita Abrams

**Next Meeting – December 6 , 2023 at 5:00 PM**