

**Lane Memorial Library
Board of Trustees Meeting
September 20, 2023
6:00 PM
Minutes**

A. Call to Order: The meeting was called to order by Kim at 6:06pm.

B. Attendance: In attendance were Vice Chair Kimberly Olson, Treasurer Christopher Hendry, Secretary Laura Barclay, Trustee Sheila Ewell, Director Amanda Reynolds Cooper, and Alternate Andy Morse voting for absent Chair Sheila Ewell.

C. Officer's Report

- a) Secretary - Minutes from 8/23/23 and 9/7/23 were approved on a motion by Chris, seconded by Kim. All in favor.
- b) Chairperson – no report
- c) Treasurer – Reviewed and placed on file.

D. Reports

- a) Director's Report: The report was reviewed.
- b) Monthly Financial Reports: The reports were reviewed.
- c) Patron Services: The report was reviewed.
- d) Bibliographic Services: The report was reviewed.
- e) Systems: The report was reviewed.

E. Appointment

- a. Josh Lacasse, Placework, HUB project update via Teams Meeting
Josh Lacasse, as well as Alice Carey, provided a detailed presentation on the planning process to date and shared the 'programming' for the community center. In architectural terms 'programming' refers to the spaces within a building planned to meet certain needs.

F. New Business

- a. Financial
 - i. Approve use of Trustee funds for some flood repairs
Chris motioned to approve the use of up to \$2,000 in Trustee funds for some flood repairs to make up for the insurance deductible. Sheila seconded, and it passed with all in favor.
 - ii. Transfer of 2022-2023 trust fund income
Kim motioned to transfer the 2022-2023 trust fund income of \$704.21 from the Trustee account to the library non-appropriated account. Chris seconded, and it passed with all in favor.

G. Summary of Decisions made:

- Minutes approved.
- Motion passed to approve use of Trustee funds for flood repairs.
- Motion passed to transfer 2022-2023 trust fund income.
- Motion passed to adjourn.

H. Next Meeting- October 18, 2023

I. Adjournment: A motion was made to adjourn by Laura at 7:18pm.