

**Lane Memorial Library
Board of Trustees Meeting
January 17, 2024
6:00 PM**

A. Call to Order: The meeting was called to order by Kim at 6:08pm.

B. Attendance- In attendance were Vice Chair Kimberly Olson, Treasurer Christopher Hendry, Secretary Laura Barclay, Director Amanda Reynolds Cooper, Alternate Andy Morse voting for absent Sheila Ewell, guest Alan Barclay. Also absent was Chairperson Theresa Evans.

C. Officer's Reports

- a) Secretary: Chris motioned to approve the 12.20.23 minutes, and Andy seconded it. It passed with all in favor.
- b) Chairperson: The Vice Chair shared a thank you card from a member of the staff from the holiday gift from the Board.
- c) Treasurer: The report was reviewed.

D. Librarian's Reports

- a) Director: The report was reviewed.
- b) Annual Financial: The report was reviewed.
- c) Patron Services: The report was reviewed.
- d) Bibliographic Services: The report was reviewed.
- e) Systems: The report was reviewed.

E. Old Business

None

F. New Business

- a) Policy – Tuition reimbursement policy: Chris motioned to amend the education reimbursement policy by changing the amount maximum to reimburse to \$3,880 and change wording “directly benefit the library” by striking the word directly. Kim seconded, and it passed with all in favor.
- b) Staff – FT, PT, and Director Evaluations: The Director Evaluation will be discussed at February’s meeting.
- c) Other – Trustee election, 2 seats

G. Acceptance of Donations

December donations \$350: Andy motioned to accept December donations. Chris seconded and it passed with all in favor.

H. Summary of Decisions Made:

~Motion passed to accept minutes.

~Motion passed to amend the education reimbursement policy by changing the amount maximum to reimburse to \$3,880 and change wording “directly benefit the library” by striking the word directly.

~Motion passed to accept December donations of \$350.

~Motion passed to adjourn.

I. Next Meeting- February 21, 2024

J. Adjournment- Laura motioned to adjourn at 6:46pm. Andy seconded, and it passed with all in favor.