

**Lane Memorial Library
Board of Trustees Meeting
March 20, 2024
6 PM**

Minutes

A. Call to Order: The meeting was called to order by Kim at 6:13pm

B. Attendance: In attendance were Vice-Chairperson Kimberly Olson, Trustee Andy Morse, Treasurer Christopher Hendry, Secretary Laura Barclay, and Director Amanda Reynolds Cooper. Absent Trustee Sheila Ewell.

C. Officer's Reports

Secretary: Chris motioned to approve the February minutes. Andy seconded, and it passed with all in favor.

Chairperson: Follow up to patron complaint re: Anti-Valentine's event; Kim shared the patron's response. She also shared Sheila's resignation, which the Board accepted with regrets. Finally, Kim showed the Recovery Friendly Workplace proclamation which was awarded to the library.

Treasurer: The report was reviewed.

D. Librarian's Reports

Director: The report was reviewed.

Monthly Financial: The reports were reviewed.

Patron Services: The report was reviewed.

Bibliographic Services: The report was reviewed.

Systems: The report was reviewed.

E. Old Business

Staff- Director Evaluation: The evaluation was received and placed in Amanda's personnel file.

F. New Business

a) Staff

i) Community Experience Librarian recommendation to hire: Andy motioned to offer the position to Cameron Rees to be the next Community Experience Librarian. Kim seconded, and it passed with all in favor.

ii) Award 2024 staff merit raises: Chris motioned that pending evaluations raises will be awarded on April 1st as presented during the 2024 budget process. Kim seconded, and it passed with all in favor.

b) Financial - Update and renew Investment Policy

Kim will invite J.P. Pontbriand to an upcoming meeting to review Trustee investments and assist with any policy changes.

c) Other

i) Board, election of officers

Andy motioned for Kim to be Chair, Andy Vice Chair, Laura Secretary, and Chris Treasurer. Chris seconded, and it passed with all in favor.

ii) Placement on committees

The building committee will consist of Chris and Andy. The personnel committee will consist of Kim and Laura.

iii) Recommendation of alternates

Kim will invite local school librarian Mary Saunders to an upcoming meeting to assess her interest in serving as an Alternate.

G. Acceptance of Donations

February donations: Kim motioned to accept February donations of \$478.25. Laura seconded, and it passed with all in favor.

H. Summary of Decisions Made

- Motion passed to approve minutes.
- Motion passed to offer position to Cameron Reese to be the Community Experience Librarian.
- Motion passed that pending evaluations, raises will be awarded on April 1st.
- Motion passed for Kim to be Chair, Andy Vice Chair, Laura Secretary, and Chris Treasurer.

I. Next Meeting: April 7, 1 024

J. Adjournment: Andy motioned for the meeting to adjourn at 7:15 pm. Chris seconded, and it passed with all in favor.