

Timothy C. Hauenstein Reynolds Township Library
Board Minutes
January 2024

Meeting was called to order at 7:00 pm by Chair Sharon McInnis.

Members Present – Sharon McInnis, Mary Ann Wilson, Sara Smith, and Peggy Peterman. Absent were Paul Rehfus and Marjorie Morgan.

Others present – Library Director, Cheryl Smith

Motion to approve agenda was made by Mary Ann and seconded by Sara. Approved by all members present.

Motion to approve previous board meeting minutes was made by Mary Ann and seconded by Sara. Approved by all members present.

Treasurer's report for December 2023 and the Profit & Loss budget comparison for April to December 2023 was presented to board.

Motion to approve to pay bills of \$29,076.87, checks 10244-10264, payroll 31369000188-31369000196 and IRS epay was made by Peggy and seconded by Mary Ann. Approved by all members present.

No report from Friends of the Library. Cheryl told board the Christmas tree, selling of ornaments and the silent auction did very well. Upcoming there will be a birdhouse decorating contest where anyone can purchase a birdhouse, decorate it, and enter in contest.

Copies of the Library Director's reports were given to board members and recapped by Cheryl Smith. She summarized reports and went over updates. A calendar of February events was also given to members.

Circulation, internet use, people in the library, and new patrons is still up more than this same time last year, even with a few days the library was closed this year. Cheryl and Autumn did story time at the school.

Furniture has arrived and people are loving it. The new door alarms have been installed. Free trees will be given out for Earth Day to all registered kids thanks to the library partnering with the Neighborhood Forest of Tree Program. Also, in partnering with the US Forest Service there will be a Smokey the Bear Reading Challenge for the kids that will run from Feb 1st through the summer.

No public comments were presented.

Old Business:

The Employee Manual that has been put together was reviewed and discussed. A few slight changes and corrections. Still needs further adjustment part Employee Jury Duty pay section. Tabled to next meeting to review revised section.

New Business:

Looking to upgrade outdoor electronic message sign. Three estimates were presented to board of three different options. After discussion, was decided to go with full internal upgrade with increase in pixels. Motion to approve was made by Mary Ann and seconded by Peggy. Approved by all members present.

Motion to adjourn meeting was made by Sara and seconded by Mary Ann. Approved by all members present. Meeting adjourned at 7:37 pm.

Next meeting to be Thursday, February 15, 2024 at 7:00pm at Timothy C.Hauenstein Reynolds Township Library.

Respectfully submitted by: Secretary, Peggy Peterman

A handwritten signature in cursive script that reads "Peggy Peterman". The signature is written in black ink and is positioned below the typed name.