

Timothy C. Hauenstein Reynolds Township Library  
Board Minutes  
October 2023

Meeting was called to order at 7:02 pm by Chair Sharon McInnis.

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

Others present – Library Director, Cheryl Smith

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

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

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

Motion to approve pay bills of \$23,892.67, checks 10169-10193, payroll 31369000158-313690001767 and IRS epay was made by Peggy and seconded by Mary Ann. Approved by all members present.

No report from Friends of the Library. They are planning for Festival of Trees and holding a silent auction.

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

The library has been approved for the ECF Grant for hot spots.

New patrons have gone up and will increase as more students obtain library cards to utilize the Tri County School and Timothy C. Hauenstein Reynolds Township Library partnership.

Carpeting has been cleaned. New tile installation will begin in December. New bulbs have been installed in circular lights brightening up the library. Cheryl is looking at upgrading outdoor sign. Would like to go with a cloud-based system. Also looking at options for a new website.

Cheryl and another staff member will become a notary. Insurance company has been contacted to get 2 bonds which will be good until 2030. A new policy will be drawn for use of notary services.

No public comments were presented.

Old Business:

Investment of Library Funds Policy was reviewed by board. Some minor changes and corrections were suggested. Motion to approve with changes was made by Mary Ann and seconded by Sara. Approved by all members present.

New Business:

Bids have been obtained for 8 new chairs of 5 different styles. Bids were discussed and motion go with bid from Bell Furniture was made by Sara and seconded by Paul. Approved by all members present.

Motion to adjourn meeting was made by Peggy and seconded by Mary Ann. Meeting adjourned at 7:50 pm.

Next meeting to be Thursday, November 16, 2023 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 centrally below the typed name.