

Timothy C. Hauenstein Reynolds Township Library
Board Minutes
December 2023

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

Members Present – Sharon McInnis, Mary Ann Wilson, Paul Rehfus, and Peggy Peterman. Absent was Sara Smith and 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 May Ann and seconded by Paul. Approved by all members present.

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

Motion to approve pay bills of \$29,782.24, checks 10223-10243, payroll 31369000178-31369000180 and IRS epay was made by Paul and seconded by Peggy. Approved by all members present.

No report from Friends of the Library.

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 January events was also given to members.

Circulation, internet use, people in the library, and new patrons is up more than this same time last year. November programs were well attended.

New signs were put up in parking lot regarding abandon vehicles. An incident that happened prompted this add-on. New tile has been installed. Had an issue with the floor drain but has been taken care of and a brass cap installed. Furniture is just about ready for delivery. Store is waiting one more chair. A new nice, neat looking brochure holder was put up in hallway to replace messy looking wire shelving.

Cheryl and Autumn participated in Pajama story time at the elementary school. They even wore their PJs. The library will be doing Yeti story time to promote winter reading program.

No public comments were presented.

Old Business:
None.

New Business:

An Employee Manual has been put together and assignment for board is to go over, review packet for next meeting.

Health insurance coverages, costs and library share of costs were reviewed for Cheryl who will start new insurance this year.

Motion to adjourn meeting was made by Paul and seconded by Mary Ann. Approved by all member present. Meeting adjourned at 7:39 pm.

Next meeting to be Thursday, January 18, 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".