

Timothy C. Hauenstein Reynolds Township Library  
Board Minutes  
February 16, 2023

Meeting was called to order at 7:08pm by Chair Sharon McInnis.

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

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 minutes from previous board meeting made by Sara, seconded by Mary Ann. Approved by all members present.

Treasurer's report for January 2023 and the Profit & Loss budget comparison for April 2022 through January 2023 was presented to board.

Motion to approve pay bills of \$23,101.45 checks 9940-9959, payroll 3136900077-336900084, IRS epay for December was made by Mary Ann and seconded Peggy. Approved by all members present.

Motion to approve pay bill of \$30,193.21, checks 9960 – 9982, payroll 3136900085-3136900092, IRS epay was made by Peggy and seconded by Mary Ann. Approved by all members present.

No report for Friends of the Library other than there was an election of officers.

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

New cameras have been installed in children's area and adult fiction. Some shelving was fixed. A Tyke Park for little kids is planned near the library. Food Truck Rally plans are underway for July 29<sup>th</sup>.

No public comments were presented.

Old Business:

From previous, FOIA Procedures and Guidelines policy needed updating and was to be reviewed by board. There were a few small changes. Motion to approve updated policy was made by Mary Ann and seconded by Sara. Approved by all members present.

New Business:

One of the CDs is up for renewal. Options available were reviewed and discussed. Motion to renew CD for 13-month special was made by Peggy and seconded by Mary Ann. Approved by all members present.

There are more library policies needing updating; Hot Spot policy and Capital Expenditure policy. Assignment for board is to review policies for any additions or changes for next meeting.

Revised budget was presented to board. Motion to approve revised budget was made by Mary Ann and seconded by Sara. Approved by all members present.

Budget for next fiscal year was given to board. Motion to approve next year budget was made by Peggy and seconded by Mary Ann.

Motion to adjourn meeting was made by Mary Ann and seconded by Sara. Meeting adjourned at 7:40pm.

Next meeting to be Thursday, March 16, 2023 at 7:00pm at Timothy C. Hauenstein Reynolds Township Library.

Respectfully submitted by: Secretary, Peggy Peterman

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