

Dominy Memorial Library Board of Directors' Meeting October 25, 2023

President Kathy Popejoy called the meeting to order at 12:01 p.m. in the White Community Room of the library.

Members present: Kathy Popejoy, Marcia Walter, Ruth Teubel, Cindy Helmers, Jan Lancaster, Jim Munz, John Tollensdorf, Gary Hofmann, and Director Ashley Lewis

Members absent: Kelly Honegger

Minutes: The minutes were approved after a motion by Cindy Helmers and a second by Jan Lancaster.

Financial Report: The financial report for September was approved after a motion by Marcia Walter and a second by Gary Hofmann after corrections were noted. The financial report for October was approved after a motion by Cindy Helmers and a second by Jan Lancaster.

Director's Report

- Ashley presented the statistics for September.
- Ashley reported the programs held in September and felt they were all successful.
- Ashley noted upcoming programs planned for October, November, and December and reported the library will be represented in the Christmas Parade.
- The library has received Livingston's County first tax distribution of \$85,432.69.
- Friends of the Library will be purchasing a sofa, Lego table, and kid's computer desk for the children's area.
- Ashley is in the process of getting a quote for phone service to respond to the alarm system as well as a quote to clean the carpet.
- Pipco did an annual inspection and repaired a back flow valve.

Old Business

- Ashley reported the damaged book drop will be replaced on December 4.

New Business

- Patron comments: none
- Another section of the library's Policy Manual was reviewed. The board will continue to review the Policy Manual at upcoming meetings and corrections, or additions will be approved upon completion of the review. It was determined Ashley and Kathy Popejoy will review "Standards 2.0".
- An evaluation instrument will be created for the director of the library. Marcia Walter, Cindy Helmers, and Jan Lancaster volunteered to create that instrument.

Cindy Helmers moved and Marcia Walter seconded a motion to adjourn the meeting at 1:01 p.m. The motion was approved.

Respectfully submitted,
Marcia Walter, Secretary