

Trustee Meeting

Marion Public Library
Board of Trustees

8/16/22

Meeting Minutes

The meeting was called to order at 7:06pm by Priscilla Flack. Those in attendance were Priscilla Flack, John Bovet, Kerry Sargent, Julie Stryker, Melanie Rivera and Tracy Whitney

The 6/21/22 meeting minutes were read, motion to accept made by Priscilla Flack, seconded by Julie Stryker and the motion carried.

The operating statement showed a balance of \$81,214.37 as of 7/31/22. Motion to pay the library bills in the amount of \$5242.00 was made by Kerry Sargent, seconded by Priscilla Flack and the motion carried.

Manager's Report

- Air conditioner needed repair. Potter Heating and Cooling completed the repair
- Great summer reading program, community was very generous with the donation for prizes.

Old Business

- Back door installation plan fell through. Hopefully it will be installed soon

New Business

- Reviewed Incident reporting policy
- Reviewed Petty cash policy,
 - Changes to be made -increase petty cash to \$50.00 and remove line in the policy where the library manager is personally responsible for lost funds.
 - Motion made by Kerry Sargent to update the policy, seconded by Priscilla Flack, motion carried.
- Reviewed Local History Collection Policy
 - Motion to made to accept with out change made by Kerry Sargent, seconded by Priscilla Flack, motion carried.

Next Meeting The next meeting will be September 20th, 2022

Meeting was adjourned by Priscilla Flack at 8:15pm.

Respectfully submitted,
Kerry Sargent