**Candor Library Board Monthly Meeting Minutes**

**Special Meeting to Review Annual Report**

**February 20, 2023**

**In Attendance:** Trish Engelhard (Board President), Marcia Enright, Melvin Foster, Sue Gray, Sue Heavenrich, Deanna Houck, Joe Morrison, Lois Purcell, Nancy Riggs, Roy Yarrington

Trish called the special meeting so that the library board members could go over the annual report, prepared by Marcia Enright and Kim Sullivan. The report is due at FLLS on March 1. The meeting was called to order at 3:00 p.m.

Board members carefully reviewed the very detailed report, which consists of 41 pages of information. Highlighted sections of the report include:

* General library information
* Library collection
* Library programs, policies, and services
* Library transactions
* Technology and telecommunications
* Staff information
* Minimum public library standards
* Public service information
* COVID
* Service outlet information
* Officers and trustees
* Operating funds and receipts
* Operating fund disbursements
* Capital fund receipts
* Capital fund disbursements
* Central libraries
* Federal totals
* For New York State Library use only

Board members carefully reviewed the report and raised questions they had about various sections. There was much discussion, and ultimately Marcia was able to satisfy all questions with thorough answers. Board members unanimously approved the report.

The meeting was adjourned at 3:53 PM.

***Minutes respectfully submitted by Lois Purcell***