**Candor Library Board Monthly Meeting Minutes**

**May 10, 2023**

**DRAFT 05/15/2023**

**Trustees in Attendance:** Trish Engelhard (Board President), Melvin Foster, Sue Heavenrich, Deanna Houck, Joe Morrison, Oreal Richards, Roy Yarrington

**Trustees Absent:** Sue Gray,Nancy Riggs

**Others in Attendance:** Marcia Enright (Library Director), Lois Purcell (Board secretary)

* The meeting was called to order at 7:09 p.m.
* The minutes from the board’s monthly meeting on April 19, 2023 were corrected to note that at the time of the April meeting, Marcia had not yet contacted the company who made our awning. [She did contact them after the April meeting and is waiting for their return call]. The motion to approve with correction, was made by Sue H and seconded by Oreal.
* The financial report was reviewed and raised no questions. Sue H made the motion to approve the report, and Melvin seconded her motion.

**LIBRARIAN’S REPORT:**

Marcia gave a report of library activity since the last meeting, as well as a brief outline of what programs she is planning for the summer. Her report will be available in the notebook at the circulation desk.

**MISCELLANEOUS BUSINESS:**

* The board reviewed and discussed the 2023 Budget. After correcting it with updated figures, the board approved the 2023 Budget. Roy made a motion to accept the changes as noted by Trish, and Sue H seconded his motion. Trish will follow up with a final copy to board members.
* Trish plans to make the request for public funding, to the town, in the next few weeks.
* Trish mentioned a new sexual harassment policy for next year—to be discussed at a future meeting.
* Marcia will make the appropriate request for bullet aid/funding.
* Marcia will order two new computers.
* Board members reviewed and approved (with minor changes) the job description for the director’s position, which was prepared by a mix of board members and staff. The motion to approve was made by Sue H and seconded by Deanna. Sue H will work with the FLLS director to facilitate the job posting.

The meeting was adjourned at 8:27 pm, with a motion to adjourn made by Roy and seconded by Melvin.

**NB:** The next meeting will be on June 21, 2023 (a week later than usual).

*Minutes submitted by Lois Peret Purcell*