**Candor Library Board Monthly Meeting Minutes**

**March 08, 2023**

**Trustees in Attendance:** Trish Engelhard (Board President), Melvin Foster, Sue Gray, Sue Heavenrich, Deanna Houck, Joe Morrison, Nancy Riggs

**Trustees Absent:** Oreal Richards, Roy Yarrington

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

* The meeting was called to order at 7:05 p.m.
* Agenda was approved with no conflict of interest by any trustee.
* The minutes from both the monthly meeting on February 8, 2023 and the minutes from the special meeting to review the annual report (held on February 20,2023), were approved. That motion was made by Sue Heavenrich and seconded by Nancy Riggs.
* The treasurer’s report for February was reviewed. Marcia Enright raised a question about how the expenses labelled Digital are enumerated on the report and will request clarification. Nancy Riggs moved that the treasurer’s report be approved, and Sue Gray seconded her motion.

**LIBRARIAN’S REPORT:**

Marcia Enright gave a thorough report of library activity since the last meeting and outline of her own activities as director, as well as plans for future story hours. She will file her report in the notebook at the circulation desk.

**MISCELLANEOUS BUSINESS:**

* Sue Heavenrich will work with the Library Director to update the collection development policy.
* Sue Heavenrich reported on New York’s open meeting law. She reminded trustees that dates for future meetings must be published in a “paper of record”.
* Board members approved Tioga County Courier as our “paper of record”.
* Sue Heavenrich volunteered to distribute press releases to the media.
* Melvin Foster agreed to publish a blurb on social media, which will show the worth of money/expenses in 2023, as compared to 2009.
* Sue Heavenrich, who recently rejoined the board, volunteered to act as board secretary if Lois Purcell, a former board member and current library staff member, wanted to relinquish the task. After discussion, board members decided that Lois would continue in the role of secretary.
* Due to school vacation, the next regular monthly meeting will be moved from the second Wednesday to the third, i.e. Wednesday April 19, 2023.

The meeting was adjourned at 8:15 pm.

*Minutes submitted by Lois Peret Purcell*