**Candor Library Board Monthly Meeting Minutes**

**October 11, 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:** Donna Schwender (Library Director), Lois Purcell (Board secretary), Tim Schwender (Guest)

* The meeting was called to order at 7:05 p.m.
* The minutes from the board’s monthly meeting on September 13, 2023 were approved (motion to approve was made by Roy and seconded by Sue H.)
* The financial report was reviewed and after some questions, which were resolved by those present, it was approved. The motion to approve was made by Roy and seconded by Melvin.

**LIBRARIAN’S REPORT:**

Donna gave a thorough report of library activities in September. Her report will be available in the notebook at the circulation desk.

**MISCELLANEOUS BUSINESS:**

* Donna received a request from a community member to use the downstairs meeting room for an activity where the community member would make a profit by collecting fees to participate. Board members confirmed that the meeting room may not be used for activities where fees are charged for profit.
* The next annual meeting will be held at 2 p.m. on January 6, 2024, and will be followed by the regular January monthly meeting.
* As agreed at the September meeting, Melvin’s name was removed from the bank account. Names currently on the library bank account are: Kim Sullivan, Trish Englehard, and Donna Schwender.
* A budget will be prepared for next year and brought to the November board meeting for review.
* Trish brought to the board’s attention the two estimates she received to upgrade the lighting in the library. There was some discussion about the estimates; more discussion was tabled until the next meeting.
* Donna raised the idea of purchasing a door counter to track activity in and out of the library. After some discussion, Melvin moved that the board authorize Donna to move ahead with the purchase of a counter, spending no more than $120.00.
* As donations/gifts (in the form of books) are deposited in the library lobby, Donna reviews them for consideration as additions to the library. Board members agreed that if she identifies books of value (or “collectible” items), she will set them aside with the idea of offering them to a bookstore or collector/dealer.
* Sue H mentioned book challenges that have occurred in libraries in neighboring counties and would welcome working with others to prepare in the event we have challenges here.

The meeting was adjourned at 8:20 pm (motion made Roy and seconded by Trish).

The next board meeting will be on November 8, 2023

*Minutes submitted by Lois Peret Purcell*