**Candor Library Board Annual Meeting Minutes**

**January 10, 2024**

**DRAFT 01/11/2024**

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

**Trustees absent:** Oreal Richards

**Others in Attendance:** Donna Schwender (Library Director), Lois Purcell (Board secretary), Tim Schwender (Guest), Dick Zavatto (Guest)

* The meeting was called to order at 6:00 PM.
* The minutes from the 2023 annual meeting were distributed via email prior to the meeting. Sue H moved that we accept them, and her motion was seconded by Deanna.
* The financial statement for the year, prepared by Kim Sullivan, was reviewed and approved (motion to approve made by Nancy and seconded by Roy).
* Trish confirmed with Deanna that she will continue to handle thank you letters for donations larger than $20.
* Donna gave a comprehensive report of library activity for 2023, highlighting significant changes and updates. Her report will be available in the appropriate notebook at the circulation desk.
* Trish also gave an annual report of highlights for the year, giving particular attention to the smooth transition of Donna’s role as the new library director. Her report will also be available in the appropriate notebook at the circulation desk.
* Sue H moved that we keep the same slate of officers as last year. Roy seconded her motion, and all agreed. Therefore, the officers are as follows: President: Trish Engelhard; Vice-president: Nancy Riggs; Secretary: Lois Purcell; Treasurer: Kim Sullivan. (NB: *Neither Kim nor Lois is an official board member)*
* Considering the cost-of-living adjustment being 3.2 % this year, Sue H moved that library staff receive a 3.2 % increase this year. Deanna seconded her motion. All board members agreed.
* The board also voted to keep Trish Engelhard, Deanna Houck, and Sue Heavenrich on the board for another 3-year term. Their term will expire at the end of 2026. The term for Melvin Foster, Nancy Riggs, and Oreal Richards will expire at the end of 2024, and the term for Sue Gray, Roy Yarrington, and Joe Morrison will expire at the end of 2025.

The annual meeting adjourned at 6:47 p.m.

*Minutes respectfully submitted by Lois Peret Purcell*