**Candor Library Board Monthly Meeting Minutes**

**April 10, 2024**

**DRAFT 04/11/2024**

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

**Trustees absent:** Melvin Foster, Nancy Riggs

**Others in Attendance:** Donna Schwender (Library Director), Linda Kacypyr (Library staff), Lois Purcell (Board secretary)

* The meeting was called to order at 7:05 p.m.
* The agenda, distributed via email by Trish in advance of the meeting, was approved
* The minutes from the board’s monthly meeting on February 21, 2024 were approved
* The financial statement was accepted as presented (motion by Sue G, seconded by Deanna)

**LIBRARIAN’S REPORT:**

Donna provided a full report of library activities since the last meeting, highlighting preparation for the solar eclipse and weekly story hours. Other items of note: the state annual report was submitted, the new printer has been installed, and Donna also touched on several grants she is considering. Her full report will be available in the notebook at the circulation desk.

**MISCELLANEOUS BUSINESS:**

* Donna explained the continued issues with the lift chair. It has been satisfactorily repaired, following two visits by the company in Syracuse with whom we have a maintenance contract.
* The lighting project was discussed, and two estimates reviewed.
* Sue H presented a collection development policy she had prepared for review. Board members agreed to adopt the policy as presented (Motion made by Deanna and seconded by Oreal). A copy of the policy will be filed in the notebook with other library policies.

The meeting was adjourned at 8:15 pm. (Motion by Deanna and seconded by Sue G)

Next month’s board meeting will be May 08 at 7 p.m.

*Minutes submitted by Lois Peret Purcell*