**Candor Library Board Annual Meeting Minutes**

**January 08, 2025**

**DRAFT 01/11/2025**

**Trustees in Attendance:** Trish Engelhard (Board President), Deanna Houck, Mary Kay Porter, Roy Yarrington, Dick Zavatto

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

**Others in Attendance:** Donna Schwender (Library Director), Lois Purcell (Board secretary), Tim Schwender (Guest), Angie Malone (Guest), Ty Coates (Guest)

* The meeting was called to order at 6:01 PM.
* The agenda and minutes from the 2024 annual meeting were distributed. via email prior to the meeting. Deanna moved that we accept them, and her motion was seconded by Mary Kay.
* The financial statement for the year, prepared by Kim Sullivan, was reviewed and approved (motion to approve made by Roy and seconded by Deanna).
* Donna gave a comprehensive report of library activity for 2024, calling 2024 a year of maintaining, updating and expanding. Her report outlines the grants received, the initiatives which were targeted by the various grants, and also highlighted that the most significant change in the physical library space was the addition of LED fixtures, both upstairs and downstairs. We had a 3% increase in our total circulation and added 671 new items to our collection. She also described the way the library is used by several “outside” groups, and shared the variety of ways the community makes use of the library space. Her report will be available in the appropriate notebook at the circulation desk.
* Trish also gave an annual report of highlights for the year, thanking current and past board members. She gave particular attention to the work board members have done, in regard to updating various policies. There was a change to the board in regard to membership, and Trish emphasized the sadness of losing two board members who passed away in 2024. Trish’s full report will also be available in the appropriate notebook at the circulation desk.
* Nancy Riggs had alerted Trish that though she wishes to remain on the library board, she would like to step down as vice president. New officers for 2025 were voted as follows: President: Trish Engelhard; Vice-president: Deanna Houck; Secretary: Lois Purcell; Treasurer: Kim Sullivan. (NB: *Neither Kim nor Lois is an official board member)*
* Considering the cost-of-living adjustment being 2.5 % this year, board members agreed to increase library salaries by 2.5% for 2025.
* The board voted to add Ty Coates to the library board. She will join Nancy Riggs and Dick Zavatto for a 3-year term, ending in 2028. The term for Trish Engelhard, Deanna Houck, and Sue Heavenrich will expire in 2027, and the term for Sue Gray, Roy Yarrington, and Mary Kay Porter will expire in 2026.

The annual meeting adjourned at 6:54 p.m.

*Minutes respectfully submitted by Lois Peret Purcell*