**Candor Library Board Monthly Meeting Minutes**

**January 08, 2025**

**DRAFT 01/11/2025**

**Trustees in Attendance:** Trish Engelhard (Board President), Ty Coates, 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)

* The meeting was called to order at 7:00 p.m.
* The minutes from the board’s monthly meeting on November 13, 2024 were approved (motion made by Mary Kay and seconded by Roy)

**MISCELLANEOUS BUSINESS:**

* Donna mentioned that there are several minimum public library standards that must be posted online. Donna will ask Gretchen to add those standards to our library website.
* The board approved the formation of a committee to review long-range/strategic plans. Trish volunteered to be on the committee, as did Ty Coates. Trish will ask Sue H to join them. Donna asked to also be included in those discussions, if possible.
* Donna explained some issues that came up regarding the NYSEG bills which the Village receives for the building. The Village Office and the Library split the bills, but both parties recently realized that the Library hadn’t been being billed consistently. Donna will continue to work with the Village to resolve the problem
* The Board approved requesting a tax increase of 2.5 % on the May school board referendum (Motion by Roy, seconded by Dick).
* Library board members and library staff are required to complete the sexual harassment training each year. Board members and staff may watch the video training on their own or as a group at a library computer during the February meeting.

The meeting was adjourned at 7:44 p.m.

**NB:** The next meeting will be held on February 19, a week later than the usual week for the monthly meeting.

*Minutes submitted by Lois Peret Purcell*