BOLIVAR – HARPERS FERRY PUBLIC LIBRARY

Board of Trustees Meeting Minutes

Monday November 19, 2018

The meeting was called to order at 6:07 p.m.

Present were Janet Harrison, Joan Goode, Jodi Robinson, Vickie Gale, Su Schmidt

Motion to consider minutes for regular Board meeting of October 15, 2018: 1st Joan Goode, 2nd Jodi Robinson, all agreed

Motion to accept and approve minutes with corrections: 1st Su Schmidt, 2nd Jodi Robinson, all agreed

Director’s Report: Details in Director’s Report

Financial Report: incomplete pending final report from accountant

Unfinished Business:

Software & replacement of computers: replacement of 1 staff computer and circulation desk computer approved at cost of up to $2000.00 for both computers. Motion to vote and approve: 1st Jodi Robinson, 2nd Su Schmidt, all agreed.

Computer education/training for Mac computer not necessary at this time.

Policies and Procedures Manual: discussion of changes & updates to Policies and Procedures Manual. Board to vote on the Policies and Procedures Manual Dec. 10th.

Motion to enter Executive Session @7:32 p.m., 1st Jodi Robinson, 2nd Joan Goode, all agreed

Motion to exit Executive Session @8:17: 1st Su Schmidt, 2nd Joan Goode, all agreed

Motion to adjourn: 1st Jodi Robinson, 2nd Joan Goode, all agreed

**Meeting adjourned**: 8:17 p.m

**Next meeting**: December 10, 2018 at 6:00 p.m.