BOLIVAR – HARPERS FERRY PUBLIC LIBRARY

Board of Trustees Meeting Minutes

Monday October 15, 2018

The meeting was called to order at 6:00 p.m.

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

Visiting Public: Lisa Fox

Motion to consider minutes for regular Board meeting of September 10, 2018 and Special Board meeting of September 27, 2018: 1st Jodi Robinson, 2nd Joan Goode, all agreed

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

Director’s Report presented by Lisa Fox

Audit scheduled for between Oct. 29th through Nov. 4th. $1800 fee will be due at time of audit.

New Computers: Tina Snyder recommends replacing 2 staff computers. She also recommends 6 Workforce computers and 8 staff and general use computers to be upgraded to Windows 10 @650.00.

Motion to earmark up to $1000 for software upgrades for 6 Workforce and 8 staff and general use computers. 1st Su Schmidt, 2nd Joan Goode, all agreed

Board of Education maintenance department will install the new water fountain at no charge to the Library.

Financial Report incomplete pending final report from accountant

Unfinished Business:

Policies and Procedures Manual: Janet Harrison and Jodi Robinson to meet to complete changes to manual Nov. 2nd @3:30 p.m.

Approval of travel for WVLA Annual Conference, 2 nights lodging, Conference expense and travel: Lisa Fox and Chrissy Fesperman to attend. Motion to vote: 1st Vickie Gale, 2nd Jodi Robinson, all agreed

New Business:

Motion to vote on $500 budget to fix locks on doors. 1st Jodi Robinson, 2nd Joan Goode

Motion to enter Executive Session @7:15: 1st Janet ~~Robinson~~ Harrison, 2nd Joan Goode

Motion to exit Executive Session @ 7:44: 1st Jodi Robinson, 2nd Su Schmidt

Motion to adjourn: 1st Su ~~Shmidt~~ Schmidt, 2nd Joan Goode, all agreed

**Meeting adjourned**: 7:45 p.m

**Next meeting**: November 12, 2018 at 6:00 p.m.