BOLIVAR – HARPERS FERRY PUBLIC LIBRARY

Board of Trustees Meeting Minutes

Monday September 3, 2019

The meeting was called to order at 6:05 p.m. by Pres. Janet Harrison

Present were Pres. Janet Harrison, Betsy Self, Bill Gillette and Vickie Gale

Motion to accept and approve minutes with correction for Board meeting of August 12, 2019: 1st Vickie Gale, 2nd Bill Gillette, all agreed

Director’s Report: Presented by Director Sara Curley, details in Director’s Report.

Financial Report: Presented by Director Sara Curley, details in Financial Report.

**New Business:**

Website Design: Director Sara Curley presented the Board with her recommendations on hiring a professional website designer at a cost of $4300.00.

Motion to vote and approve to move capitol funds to operating funds for website design. 1st Vickie Gale, 2nd Betsy Self, all agreed

Motion to vote and approve to move $310.00 from capitol funds to operating funds for office equipment. 1st Vickie Gale, 2nd Bill Gillette, all agreed

Election of Officers:

Pres. Janet Harrison nominated Betsy Self for Vice President. 2nd Bill Gillette, all agreed

Pres. Janet Harrison nominated Bill Gillette for Treasurer, 2nd Vickie Gale, all agreed

Bank Signatories:

Motion to remove Jodi Robinson as signatory to the BCT Library account and add Betsy Self and Bill Gillette as signatory. 1st Pres. Janet Harrison, 2nd Vickie Gale, all agreed

Staff Raises/budget:

Motion to vote and approve staff raises of fifty cents per library staff member. 1st Bill Gillette, 2nd Pres. Janet Harrison, all agreed

**Old Business:**

Changes to accounting system: Postponed until after the audit.

Motion to vote and approve to change/add clause to inclement weather policy to state, in effect, ‘The Library will open at the Director’s discretion when Jefferson County schools are closed solely due to extreme cold or extreme heat.” 1st Bill Gillette, 2nd Betsy Self, all agreed

Vote to approve a note of appreciation to Jodi Robinson for her service and dedication to the Bolivar/Harpers Ferry Library. 1st Pres. Janet Harrison, 2nd Vickie Gale, all agreed

Motion to adjourn: 1st Pres. Janet Harrison, 2nd Betsy Self, all agreed

**Meeting adjourned**: 8:11 p.m

**Next meeting**: October 7, 2019 @6:00 p.m.