BOLIVAR – HARPERS FERRY PUBLIC LIBRARY

Board of Trustees Meeting Minutes

Monday March 4, 2019

The meeting was called to order at 6:00 p.m. by Pres. Janet Harrison

Present were Janet Harrison, Joan Goode, Vickie Gale, Su Schmidt and Sara Curley

Motion to accept and approve minutes for regular Board meeting of February 19, 2019: 1st Su Schmidt, 2nd Joan Goode, 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:**

Motion to grant Library Director Sara Curley an additional 1 week paid vacation in July 2019 as a one-time exception: 1st Su Schmidt, 2nd Joan Goode, all agreed

**Unfinished Business:**

Motion to approve Longevity Pay policy to be enacted in the current 2019 fiscal year: 1st Su Schmidt, 2nd Joan Goode, all agreed

Motion to approve the budget balance of $13,000 then be divided as a one-time payment between the primary staff (two full time and two part time) as supplemental compensation for extra duties during this fiscal year: 1st Pres. Janet Harrison, 2nd Su Schmidt, all agreed

Motion to adopt Policies and Procedures manual as amended and corrected: 1st Su Schmidt, 2nd Pres. Janet Harrison, all agreed

Motion to vote and accept Policies and Procedures manual: 1st Pres. Janet Harrison, 2nd Joan Goode, all agreed

Motion to adjourn: 1st Joan Goode, 2nd Vickie Gale, all agreed

**Meeting adjourned**: 7:33 p.m

**Next meeting**: April 8, 2019 @6:00 p.m.