

STEWART B. LANG MEMORIAL LIBRARY

BOARD OF TRUSTEES MEETING MINUTES

May 2, 2022

In Attendance: Gayle James, Jim Dillon, Jerry Hunter, Mary Begley, Emily Gorham, Anne Baldwin, Cathy Wood

Absent: Birgit Latray, Maryanne Adams

The meeting was called to order and the agenda adopted. All necessary documents were previously emailed to members.

Secretary's Report: The April minutes were reviewed.

Motion to approve: Jerry Hunter Second: Anne Baldwin Approved.

Director's Report: The April Director's report was reviewed.

Treasurer's Report:

Motion to approve Treasurer's report and pay April bills: Motion: Jim Dillon Second: Jerry Hunter Motion approved.

Committee Reports:

Finance: Cathy & Emily

Planning: Mary & Birgit - **Please note:** The Library's original charter was issued in 1926. **2026** will be the 100th anniversary of the charter. Planning and anniversary discussions will continue.

Personnel: Maryanne & Anne – Board vacancy

Facilities: Jim & Jerry

Old Business:

- Approval of revised By-Laws defining duties of President, Vice president and individual committees. Motion to approve changes as of May 2, 2022: Mary Begley Second: Emily Gorham Approved
- Restroom and roof repairs are waiting on contractor's availability.
- Some parking lot repairs have been done. Jim will try to follow up at next village board meeting concerning Library land purchase.
- Building expansion concept has been tabled at this time.

- Preparation for 2026 Centennial was added to Long Range plan. Motion to approve plan with above addition: Anne Baldwin Second: Jerry Hunter Approved.

New Business:

- Financial Policy was approved with changes to (2.1) Donor restricted funds, use of Government funds, (2.5) Lang charitable funds, (7.6) Credit card approval (7.8) Controlled contract work and (7.8.4) Treasurer can approve up to \$2000.
Motion to approve revisions to Financial Policy: Jerry Hunter Second: Emily Gorham Approved.
- **Reminder:** Sexual Harassment Prevention Training for 2022: <https://www.flls.org/hr>
Training needs to be completed by October.
- Computer and Internet Policy was reviewed.
- Updated Rules and Regulations with revisions: eliminating book fines and current library hours. Motion to approve: Anne Baldwin Second: Jim Dillon Approved.

Motion to adjourn: Jerry Hunter Second: Emily Gorham Approved.

Next meeting: June 6, 2022

Cathy Wood

Secretary