

February 2020 Meeting Minutes- Henika District Library

Board Meeting Minutes

Thursday, February 13, 2020 @ 6:00PM

Members Present: Joshua Wright, Gary Marsh, Mary Ortiz, Ann McInerney, Maria Musgrave, and Danielle Simmons

Members Absent: Amy Huyck, 1 Open City Position on board

Others: Nicole Gray- Director, Melanie Suk- Friends of the Library President, Megan- Guest as possible new board member.

Call to Order (6:04 pm) by President Joshua Wright

Approval of Agenda Motion First by McInerney, Second by Simmons

Community Opportunity to Address the Board

Friends of the Library Update- New board positions within the friend's group- President/Treasurer Melanie Suk, Vice President- Tonya Lyons, Secretary- Pastor Jeff
The friend's group will be participating in winter & summer reading kick offs for 2020/2021, Also to volunteer for the Movies on Main Street in August. The friend's group will be partnering with local business in 2020 to help sponsor the kids after school program- additional programs and food resources.

Approval of January 2020 Meeting Minutes- McInerney First, Marsh Second

January 2020 Financial Reports were discussed.

Approval of Paid Bills – Motion started by Musgrave, Second by Ortiz. All in favor motion has carried.

Credit Card Detail Report

YTD Budget vs. Actual

Changing the name of the extra Building Fund account with United Bank to the Contingency Fund account.

Director's Report was discussed: Looking into new prizes and a different prize structure for winter reading. Possible smaller prizes for other finishers and participants.

Youth Report-

Circulation Report- Numerous stats have been up overall in various areas of the library.

Old Business- A. **Yankee Springs Township Thank You-** Use a Henika District Library Form letter to send out the thank you note- have all board members and staff sign.

B. **Library Board Committees Formation-** Setting up the Finance and Building/Expansion Committees-

Finance Committee- Marsh, McInerney, Simmons **Building/Expansion Committee-** Huyck, Musgrave, Wright.

New Business- A. Policy Manual Updates- Musgrave First, Simmons Second. Motion has passed.

Adjournment- Meeting Adjourned at 6:59PM

Secretary Notes- DMS 02/2020