

**Library Board Meeting
Frank Bertetti Benld Public Library
Wednesday, January 12, 2022**

President Mary Ann Scopel called the meeting to order at 5:00 p.m. on Wednesday, January 12, 2022.

Roll Call: Present – Trustees Cathy Barylske, Jerri Bayse, Don Chapman, Denise Cadmus, Norm Emmons, Vickie Laughlin, Cindy Saracco, Mary Ann Scopel, and Librarian Mary Newman. Absent – Dona Hubert. City Liaison John Balzraine was not in attendance.

Trustee Laughlin made a motion to accept the minutes of the December 8, 2021 meeting; second by Trustee Bayse. Voice vote was unanimous. Motion carried.

Trustee Emmons made a motion to approve the December 2021 Treasurer’s Report; second by Trustee Chapman. Voice vote was unanimous. Motion carried.

Librarian’s Report: Mary went through her written report (on file). Mary expressed thanks for all of the gift cards given at Christmas to Harold, Debby, and her. All the new computers have arrived. Filters will be installed next Thursday. All computers are updated and have Windows 11. The Furnace Grant is now complete and final reports have been submitted. Also, the Per Capita Grant has been submitted. Annual certification for the state has been completed. Three property tax payments have been received. Once the new computers are up and running, the old ones need to be priced for sale. **Trustee Saracco made a motion to accept the Librarian’s report; second by Trustee Cadmus. Voice vote was unanimous. Motion carried.**

Committee Reports: No formal reports were given.

City Liaison John Balzraine was absent so no report was given.

Continued Business: (a) Grant Updates – new computer paperwork should be completed by the end of the month. (b) I-Bonds – Vickie will contact Greg Craine to set up a meeting with him to discuss the money we have in the money market and the best way to reinvest it. (c) Amore Fund Raiser – this buffet is set for March 10. Details have to be worked out with John Baggio. Work assignments will be made at the March meeting. (d) Policy Manual – the manual needs to be updated. No updates have been completed since 2015. A review committee was formed consisting of Mary Ann Scopel, Jerri Bayse, Denise Cadmus, and Mary Newman. They will get together over the next several months to accomplish the task at hand.

New Business: (a) Sale of old computers – the hard drives will be cleaned and Mary will investigate possible purchase prices. These are working computers and selling them for parts should be avoided. (b) Trustee Emmons pointed out an error for Bereavement Days on the form used to record employees’ hours. The Policy Manual clearly states 3, not 2 days, so the form will be corrected.

Items for Next Agenda – I-Bonds; Policy Manual Update; Amore fundraiser

Trustee Emmons made a motion to adjourn the meeting. second by Trustee Barylske. Voice vote was unanimous. Motion carried. The meeting adjourned at 5:35 p.m.

Cindy Saracco
Library Board Secretary