

Newton Public Library, Regular Monthly Board Meeting
Thursday November 18th, 4p.m.

4:02 President Baker called the November Board Meeting to Order.

Board members present: Rita Baker, Juana McConnell, Terry Townsend, Noreen Otto, Darcy Soule.

Also Present: Library Director Nicole Terry.

Agenda Approval: Moved by Townsend, seconded by Otto and passed to approve the agenda.

Minutes Approval: Moved by Townsend, seconded by McConnell passed to approve the minutes of the November 18th board meeting.

Public Comments/Concerns: None

Approval of Bills: October bills in the amount of \$12,541.09. Moved by Townsend, seconded by McConnell motion passed. November bills in the amount of \$12,719.60. Moved by Townsend, seconded by McConnell motion passed.

Library Financial Report: Telecommunication looks higher, but is on track.

Long Range Plan: On track

Library Director Report: Received payment from Lambs Groves paid in full. Trick or treat went well. Phyllis is doing 1st grade tours.

Old Business:

a. Trustee Training Oct 18th- Recap: Good turnout, talked about what our role is, drew up a plan, approve and manage our budget, are policies are clear, check policies every 3 years, talked about accreditation we are tier 3.

New Business:

A. Holiday staff luncheon planning: December 10th at 11:00a.m. pizza party.

B. Warnick & Reeves HVAC Service Contract: Moved to approve renewal by Townsend, seconded by Soule motion passed.

C. Part-Time Personnel Information: Moved to approve by Townsend, seconded by Soule motion passed.

D. Hotspot Policy Edits & Approval: Moved to approve by Otto, seconded by McConnell motion passed.

E. Renewal, Fines, & Holds Policy Edits & Approval: Moved to approve by Otto, seconded by McConnell motion passed.

F. Building Projects and Planning: Moved to send to Studio Melee by Baker, seconded by Townsend motion passed.

G. Lambs Grove 28E Budget Prep Letter & Service Fee Approval: Nicole will mail out.

H. FY23 Library Staff Pay: 1.5% increase for the three positions

I. FY23 Library Budget: Moved to approve by Otto, seconded by Soule motion passed.

Agenda Items for next Library Board Meeting: Thursday, December 9th, 4pm meeting room.

Motion to adjourn by Townsend, seconded by Soule, motion approved.

Meeting adjourned at 4:52pm

Respectfully Submitted,
Juana McConnell, Secretary