

MANCHESTER DISTRICT LIBRARY

Meeting Minutes January 11th, 2024

Village Room

I. Call to order 7:05

Welcome New member Krista Jarvis representing Manchester Township

Attendance

Present:

Wayne Barnett

Matthew Cook

Krista Jarvis

Christine Krause

Alex McKay

David Nelson

Gary Seguin

Elissa Weidmayer

Absent: None

II. Approval of agenda

A. David moves to approve Christine seconds

B. All approve

III. Approval of minutes from December 14th 2023

A. Matt moves to approve Gary seconds

B. All approve

IV. Correspondence -Gary read a letter sent to Sharon Township board asking if they would like to join the library district.

One letter from Sharon Brown giving a Dolly Parton library update.

Sharon will be at our February meeting.

V. Public comment -None

VI. Director's report - Looking to post for part time children's librarian, met with Friends of the Library

VII. Financial report Alex presented the financials. Rent was off by a penny. Correct on the check. With that correction Matt moves to approve the bills, Krista seconds

Voice vote all approve.

Gary put forward a motion to amend the budget. Due to a software upgrade we are over budget on line 804- Accounting/Payroll cost. Proposal to increase line 804 to \$5000 & decrease line 985 invest in future projects by \$3500. Alex seconds the motion. Voice vote all approve.

VIII. Committee report

IX. Old business: Banking policy- “ Whomever adds, subtracts, or moves money in any of the Library bank accounts shall notify within two business days the board treasurer, assistant treasurer, bookkeeper and the library director of such movements.”

Gary moves that we adopt the new banking policy- Matt seconds- all approve.

X. New business

- a. Historical Room Policy - we reviewed the old policy and the proposed version. Adding one line “Groups may be allowed in the room with director approval” Board to vote on this proposal after the next meeting.
- b. Christine has volunteered for the secretary position. Gary put forward a motion, Wayne seconds - all approve.

XI. Adjourn: Gary proposes we adjourn at 7:41 Matt seconds all approve.