Apalachin Library Association - Board Meeting Minutes

Monthly Meeting

May 17, 2022

**Call to Order**: Meeting called to order at 6:15PM by Donna Shofkom. In attendance were Trustees Sue Legg, Donna Shofkom, Perry Pierce, Cindy Bickford, and Garry Christensen, Director Cathy Sorber

**Not attending**: Excused: Dani Berchtold

1. 2022 Meeting Dates – Jun 21, July 19, Aug 16, Sept 20, Oct 18, Nov 15, Dec 20
2. No April Meeting minutes as meeting was cancelled due to weather conditions.

**Updates**

1. **Treasurer’s Report** – See Treasurer’s report that Sue sent out for the meeting.
2. **Maintenance Report** – Reviewed items on April maintenance report.
3. **Director’s Report** – Cathy presented the March and April Director’s reports which are on file at the Apalachin Library.
4. **Friend’s Report** – Friends group met on May 16th. Discussed Sustainable Shelving. Library creates a spreadsheet with garbage books and Sustainable Shelving will pay for shipping and they either recycle or sell. If they can sell they will send a small proceeds of the sale back to the Library. Cathy is going to start using this service.
5. **Library Signage** – We need a sign for the book barn. Gail will contact the high school shop class to see if they can build us a new sign. Also, we could use a sign of hours to attach to the current library sign. Something that would be easy to change if our hours change.

**Old Business**

1. Trustee to Fill Vacancy – Currently, we have a vacancy for vice president.
2. Trustee Participation/Updating Bylaws – We need to review our current bylaws and compare them with the Trustee Handbook (2018), as well as our current practices and update them. A subcommittee will be formed to review the bylaws and bring updated drafts to the board for review. Trustees are invitrd to serve on this committee.
3. Conflict of Interest Statement Signatures – This is complete.
4. Sexual Harassment Training Completion – This is complete.

**New Business**

1. Annual Overdrive Contribution – due to the increased use of these services when we budget for 2023 we need to plan on increasing the amount in the budget for these services.

**Items for Future Meetings**

1.Use of Pavilion Policy

**Period for Public Expression**

**Executive session – Not Required this month.**

**Meeting Adjourned**: Meeting was adjourned at 8:13pm.