

**Daniel Pierce Library  
Board of Trustees Meeting  
December 21, 2022**

A meeting of the Trustees of the Daniel Pierce Library was called to order at 7:15 PM with President Mari Martin presiding. Trustees present were Leanore Egan, Patricia Doogan, Dave Schneyer, Cathy Coombe, Jennifer Thomas, Director, and Kate Kelly by telephone.

**Public Comments:** None

**Secretary's Report:** The minutes were not available at this meeting, but will be reviewed and approved at the next meeting.

**Correspondence:** Leanore read thank you notes from Rhea, Michelle and Mikki for the Christmas gifts and bonus. Mari read thank you notes from Michelle Gorman and Pat Cummins.

**Financial Reports:** Jennifer Thomas presented the balance sheets for DPL, including GPP, the building fund and other accounts. The DPL Operating account was lower than previous months, but still adequate. DPL general fund profit and loss figures, and all other account balances were within their normal ranges. It was moved to accept the financial reports as presented. Moved by Cathy, seconded by Leanore. Motion carried.

**Directors Report:** Jennifer presented the November Director's report. There were many events in late November and early December, including the Red Cross Blood Drive and the Holiday Tea, a DMV approved Licensing Course, the Director's Challenge, and a Cup & A Conversation.

The slate floors were resealed and look wonderful. The HVAC system can now be monitored by logging in directly from all RCLS supported computers via ethernet cable or using wifi.

The new DPL website is being created and various sections are being reviewed as they are created.

The Director's Report is attached.

**Old Business:** The board reviewed and discussed three new Policies:

1. Patron Behavior Policy: moved to approve by Dave, seconded by Leanore. Motion carried.
2. Programming Policy: Pat moved to approve this policy. It was seconded by Leanore. Motion carried.
3. Volunteer Policy and Volunteer Application: moved to approve by Cathy, second by Pat. Motion carried.

**New Business:** The proposed budget for 2023 was reviewed. The proposed budget was approved as presented. Moved by Pat, seconded by Leanore. Motion carried.

It was moved by Dave to enter Executive Session. Second by Pat. Motion carried.

Executive session was exited 9:06. A vote was taken regarding a personnel issue that was discussed in executive session. The vote was unanimous in favor of the motion.

It was moved by Leanore and seconded by Dave to adjourn the meeting. Meeting adjourned at 9:10pm

Respectfully submitted,

Catherine Coombe,

Recording Secretary