

Meeting Minutes – Port Byron Library Board of Trustees

Meeting Information			
Date: 1/4/2024		Location:	Port Byron Library
Time:	Start: 6:04 p End: 6:46 p	Meeting Type:	Board of Trustees Monthly Meeting
Called By:	Joyce Alfred	Facilitator:	Joyce Alfred
Submitted by:	Amanda Hare	Approved by:	
Attendees:	Bernie Redmond, Joyce Alfred, Amanda Hare, Rachel Kepple Hal Lewis, Sharon Mills, Andrea Seamans absent: Mary Beth Howell, Bernie Tarassos		
Guests:	Amy Lamouroux		
Reports		Presenter	Time Allotted
1	Approve Meeting Agenda 1st Hal Lewis 2nd Rachel Kepple All approved	Joyce Alfred	
2	Approve Meeting Minutes from Dec Meeting 1st Hal Lewis 2nd Amanda Hare all approved	Joyce Alfred	
3	Treasurer's Report accept report 1st Andrea Seamans 2nd Sharon Mills		
4	Director's Report • Program Calendar adding Hal Lewis for Feb. • Payroll Report • Circulation numbers • Program Attendance • Employee Goals	Amy Lamouroux possibly	

Old Business		Motion By	Approved By
1	Staff Eval Employee Evaluation Policy proposed & "old" policy for reference. employee eval. survey example supplied	Motion to approve PB library employee eval policy & survey 1st Andrea Seamans 2nd Rachel Keppel Kepple all approved	
2			
3			
New Business		Motion By	Approved By
1	Collection Development Policy and Materials Challenge Policy	Motion to approve Collection development policy and material challenge policy as amended 1st: Hal Lewis 2nd: Sharon Mills all approved	
2	Board Member missed 3 consecutive meetings without permission. No response to certified letter.	Motion to consider member removed 1st: Hal Lewis 2nd: Bernie Redmond all approved	trustee approved
3	Meeting Adjourned	1st Hal Lewis 2nd Sharon Mills	
Other Notes & Information			
Next Meeting: Feb. 15, 2024			