

**JOSIAH CARPENTER LIBRARY TRUSTEE MEETING
MINUTES
February 21, 2018**

Present: William Tahnk, Chairperson, Sandra Adams, Treasurer, Carol Grainger, Secretary and Leslie Vogt, Director.

Meeting Convened: 6:35 pm

Acceptance of Minutes – The January 17, 2018 minutes were reviewed and a motion to accept was made and seconded (Sandra/Carol). Motion carried.

Old Business:

Friends Update –The Friends are continuing to work on book consignment. Plans for a raffle at the town election in March were approved.

Library upgrade – The carpentry work in the Children’s room is complete. The valances being made for the Children’s room should be completed next week.

Reports:

Director’s Report – Leslie presented the Director’s report.

Treasurer’ Report – Given and discussed by the Board.
Motion to accept both reports was made and seconded (Sandra/Carol). Motion carried.

New Business:

Policy on library use – Mr Tahnk prepared a draft of the library use policy using input from other libraries. The draft policy was discussed and a motion was made and seconded (Sandra/Carol) to approve the policy for inclusion in the Library policy manual. Motion carried. Mr Tahnk will revise the policy manual and disseminate the pdf version for posting on the library website.

Miscellaneous:

None

Next Trustee Board Meeting: March 21, 2018 at 6:30pm
Meeting adjourned at 7:09 pm