**Fort Hunter Free Library Board of Trustees**

**Monthly Board Meeting Minutes**

**September 20, 2021**

The regular monthly meeting of the Board of Trustees Fort Hunter Free Library was called to order at 6:33 by President Beverly Osborne. Members present were Barbara Lampkin, Beverly Osborne, Sue Summerfield, Kara Travis, Sue Nacco and Gordon Schaufelberg. Beth Osborne, Lynn Wendell, and Ava Douglas were excused.

**Secretary Report:**

Minutes from April, May, and June were sent out to the board members prior to the meeting. Barb Lampkin made a motion to accept all 3 month’s notes, seconded by Sue Nacco. Voted and carried. Minutes from the special board meeting of June 24 were also sent to the board members prior to the meeting. Kara Travis made a motion to accept the June 24th minutes, seconded by Barb Lampkin. Voted and carried.

**Treasurer Report:**

Kara noted that we received donations; therefore, a donor mailing list has been created. Donors will be invited to special events. Kara will be paying the rent once a month. Since the staff prefers to be paid by direct deposit there is a small fee that the library is incurring for this benefit. Kara sent the treasurer’s report to members of the board before the meeting. Treasurer’s Report has been filed for audit. Barb Lampkin noted that she took bottles back from June 10-September 18 with a total of $315 being donated to the library.

**Old Business:**

Expansion: Survey was done in April. We need to have community conversation and feedback by the end of October to be in compliance with the grant we received from the Association of Small and Rural Libraries. We have until May 2022 to spend the money. Bev asked for volunteers to help create a list of people we want to invite for this conversation with the community. Sue Summerfield and Kara Travis volunteered to help Bev. Bev had Donegan Storage Solutions come and measure the library. They will give suggestions for better use of the library space including storage and closet solutions.

Kara continues to try and make contact with Eric Mead.

Holiday Basket Raffle: Ava will get the info on the website. It was decided that the raffle will be from November 29 until December 17. The drawing will be held on December 17. Anyone making a basket is asked to have them at the library the week of November 22.

Sue Nacco’s book pick is **Legacy** by Nora Roberts. Beth will pick a book in October.

**New Business:**

Cynthia Aronson was hired during the summer and was trained to cover as librarian as needed. Tina Shave is also being hired to cover as librarian when needed.

A concern was brought up that members of the board were not aware of the new hires. It was noted that better communication is needed.

Bev Osborne and Sue Summerfield will conduct the annual audit. Kara Travis and Ava Douglas will be present to answer any questions.

Letah has organized several events including:

* Wreathmaking on September 29 with Andrea Hernigle.
* Dog obedience training with Rachel Weaver.
* Mary Ann Delaney will be speaking about Native Americans on September 23.

Job descriptions will be reviewed and revised as needed at the October meeting.

A request was made that the directors report be sent to the board the Friday before the monthly meeting.

Sue Nacco noted that she brought her grandchildren to the summer reading program and it was excellent and was well attended. A big thank you to Letah for all her hard work with the summer reading program.

**Correspondence:** None

**Director’s Report:** None

The next monthly meeting will be Monday, October 11 at 6:30 p.m.

The meeting was adjourned at 7:30. Motion by Barb Lampkin and seconded by Gordon Schaufelberg.

Respectfully submitted,

Sue Summerfield

Acting Secretary